



Issued on: 20 June 2017

Deadline For Application: 4 July 2017

JOB TITLE: Consultant (Monitoring and Evaluation Expert)

TYPE OF CONTRACT: Personal Services Agreement

DUTY STATION: Bridgetown, Barbados

ORGANIZATIONAL UNIT: SUB REGIONAL OFFICE FOR THE CARIBBEAN, SLC

DURATION: 6 months

FAO seeks gender, geographical and linguistic diversity in its staff and international consultants in order to best serve FAO Members in all regions.

Qualified female applicants and qualified nationals of non-and under-represented member countries are encouraged to apply.

Persons with disabilities are equally encouraged to apply.

All applications will be treated with the strictest confidence.

Organizational Setting

FAO's Sub Regional Office for the Caribbean is responsible for developing, promoting, overseeing and implementing agreed strategies for addressing sub regional food, agriculture and rural development priorities. It develops and maintains relations with subregion-wide institutions including Regional Economic Integration Organizations (REIOs). It assists the FAO Representations (FAORs) in the subregion with addressing subregional food security, agriculture and rural development issues at country level. The Subregional Office is a subsidiary of FAO's Regional Office for Latin America and the Caribbean.

The consultancy will be carried out in the Sub Regional Office for the Caribbean (SLC) in Bridgetown, Barbados.

Reporting Lines

The consultant will report to the Field Monitoring Support Officer, SLC.

Technical Focus

Monitoring and Evaluation.

Tasks and responsibilities

Under the overall supervision of the Sub-Regional Coordinator for the Caribbean, direct supervision of the Field Monitoring support Officer and in close coordination of the National Administrative Officer, The Project Development and reporting Consultant will perform the following duties.

- Catalyzes and coordinate the development of project concepts and formulation in close coordination with the Multidisciplinary Technical Team and Administrative and Operations Team to ensure the Technical and quality assurance of process.
- Makes a follow up in coordination with the FAORs and National Correspondents of the up-dated CPFs in the Sub-Region identifying opportunities for beneficial collaboration and potential project ideas as appropriate.
- Maintains follow up of SLC projects pipeline ensuring its implementation providing the necessary support to be developed submitted for approval.
- Collaborates with country office staff to ensure adequate and effective country office support in project identification, formulation and pipeline follow up.
- Ensures the completion of the necessary full project documentation and clearances before submitted to the Resource Partners.
- Complies with the relevant technical area; identifies of co-finance if required; aligns with the Strategic Objectives and major areas of work; monitors of the responses and feedback with the resource partners and maintains of an updated projects profile by thematic areas with projects briefs and information papers for internal and external audiences.
- Monitors the timely submission of technical and financial projects reports according the Resource Partners requirements.
- Maintains contacts with the units in HQ and RLC at level of technical units and Strategic Programmes.
- Participates in the MDT meetings.
- Performs other related duties as required.

CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

Minimum Requirements

- Advanced university degree in Agricultural Economics, Economics, Social Sciences or related field
- Two to four years of relevant experience in agricultural development and/or project planning/formulation/ implementation
- Working knowledge of English and limited knowledge of French or Spanish.

Competencies

- Results Focus
- Teamwork
- Communication
- Building Effective Relationships
- Knowledge Sharing and Continuous Improvement

Technical/Functional Skills

- Extent and relevance of experience in programme/project development (including formulation and analysis) and management (implementation and monitoring)
- Demonstrated understanding of the purpose and functions of the technical programme, operational guidelines and project/programme management procedures, preferably those adopted by the United Nations or FAO, which would be considered an asset

Please note that all candidates should adhere to *FAO Values of Commitment to FAO, Respect for All and Integrity and Transparency*.

ADDITIONAL INFORMATION

- All applications will be reviewed and qualified applicants will be contacted for interviews.
- FAO does not charge a fee at any stage of the recruitment process (application, interview meeting, processing).
- Incomplete applications will not be considered. If you need help, or have queries, please contact: iRecruitment@fao.org
- Applications received after the closing date will not be accepted.
- Only language proficiency certificates from UN accredited external providers and/or FAO language official examinations (LPE, ILE, LRT) will be accepted as proof of the level of knowledge of languages indicated in the online applications.
- For other issues, visit the FAO employment website: <http://www.fao.org/employment/home/en/>

HOW TO APPLY

To apply, visit the iRecruitment website at <http://www.fao.org/employment/irecruitment-access/en/> and complete your online profile. Only applications received through iRecruitment will be considered.

Candidates are requested to attach a letter of motivation to the online profile.

Vacancies will be removed from iRecruitment at 23:59 Central European Time (CET) on the deadline for applications date. We encourage applicants to submit the application well before the deadline date.

If you need help, or have queries, please contact: iRecruitment@fao.org

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