



Issued on: 18 AUGUST 2017

Deadline For Application: 1 SEPTEMBER 2017

**JOB TITLE:** Senior Adviser, Organizational change and Capacity Development

**TYPE OF CONTRACT:** Consultant / PSA

**ORGANIZATIONAL UNIT:** GFAR, AGDG

**DUTY STATION:** Rome, Italy (or as work requires)

**DURATION:** 3 months (66 days WAE)  
extendable to 11 months (subject to availability of external funding)

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*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.**

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### Organizational Setting

A full-time high-level (Category A) consultant is sought for an initial period of 3 months (which can be extended up to 11 months, subject to funding) for the above role in the GFAR Secretariat.

GFAR, the Global Forum on Agricultural Research and Innovation ([www.gfar.net](http://www.gfar.net)), is a networked multi-stakeholder platform encompassing all those concerned with the generation, access and use of agri-food knowledge and innovation in development. GFAR is an open, voluntary forum and a movement for change.

GFAR is made up of Partners working together, through collective advocacy and actions, to shape the future of agriculture and food and their role in achieving sustainable development. Together we are working to make agri-food research and innovation more effective, responsive and equitable, towards achieving Sustainable Development outcomes. As such, GFAR does not have a heavy internal structure, but relies on the Secretariat triggering voluntary actions among over 500 Partner institutions, who are themselves the agents of change and delivery.

### Reporting Lines

The consultant reports directly to the GFAR Executive Secretary.

### Technical Focus

The Secretariat of GFAR is hosted by FAO in Rome, but operates in a decentralized manner through staff and consultants around the world. The consultancy role offered will lead, and be responsible for, the design, development and initial coordination of the implementation of actions related to Organizational Change and Capacity Development within the Secretariat and with GFAR partners requesting advice in their reform and change processes. This consultancy falls under one of the four Key Focal Areas of the new GFAR Strategy currently being developed and to be implemented starting 2018.

The Consultant will be expected to coordinate with other high-level contributors in the other key Focal Areas of GFAR. The GFAR Secretariat responds to the direction of the GFAR Chair, Vice-Chair and Executive and Steering Committees and administratively to the processes and management systems of FAO. Outputs from the work will be used to inform the GFAR EXCO and Steering Committee on steps and recommended actions required going forward.

### Tasks and responsibilities

- A) GFAR Secretariat Restructuring and Staffing:  
Based on high-level expertise on the subject matter, provide technical advice to GFAR management on the Secretariat's organizational reform and restructuring process, including reviewing and redesigning the organizational structure of the Secretariat, conducting job analysis, developing position descriptions reflecting the new roles and responsibilities, and designing tailored selection methodologies for the new positions. Also, designing, coordinating and – as needed – participate in conducting orientation programs for the new appointees to ensure their integration into the new GFAR.
- B) Regional Research Fora Restructuring: Advise on, mobilize and conduct feedback sessions and intermittent evaluations of the processes of change being taken forward under GFAR current MTP themes 4, Capacity Development, and 6, Regional Fora reform and new Key Focal Area 4, Capacity development. Specifically by:
  - o Conceptualize, design and mobilize the Regional Research Fora Reform initiatives and the processes of institutional change being fostered in the Regional Fora FORAGRO, AARINENA and CACAARI, including direct supervision of regional and local consultants who are supporting the processes of change in each. Ensure continued feedback and delivery to schedule over the period of contract concerned.

- Subject to renewed funding, in 2018, apply expertise and judgement in following up and evaluating these processes of change in line with the agreed common plan of strategic change addressing a similar process in each region, analyzing the commonalities and differences in the experiences of the Fora in reforming their structures and producing lessons learnt of these complex undertakings. These lessons learnt will be used by other Fora in their own reform in upcoming years. The process will result in producing multi-stakeholder, accountable fora on agricultural research and innovation, able to inspire and catalyze change at national level within their respective regions.
- C) Higher Education Institutions Reform, Transformational Learning and Student Leadership Development
- Create an effective partnership with RUFORUM and University of Nairobi in resourcing implementing and reporting GFAR initiative on higher education Reform and transformational learning through defining and documenting roles of each partner in the partnership. Mobilize and coordinate meetings, workshops and platforms to initiate multi-stakeholders discussions of the matter
  - Develop and present intermittent reports and recommendations to take initiatives forward effectively by partners of GFAR. This includes coordination of GFAR representation and participation of the RUFORUM Assembly in Malawi and developing a public document about the initiative with a planned process to inspire change amongst multiple stakeholders.
  - Subject to renewed funding, the process would continue into 2018, scaling out the findings from the held workshops into practical change in both curricula and wider student leadership development, mobilizing at least 2 African universities to initiate processes of change.
- D) Partnerships and Collective Actions in the Mediterranean and NENA Regions: Applying technical and regional expertise to work with GFAR Secretariat in creating multi-stakeholder innovation platforms and womens' enterprises in the NENA region, building from previously-established linkages, advising on establishing new ones and mobilizing local partners accordingly.
- E) Mobilize and coordinate implementation of the first phase of Partnership with the Foundation for South-North Mediterranean Dialogue, conceptualizing, designing and initiating a programme of dialogue and action to develop capacities, creating structures and mobilizing policies to create new opportunities on the ground for rural communities and their associated towns and markets. Advise on and coordinate the holding of the first workshop for this process.
- Subject to renewed funding, take forward the proposed programme of dialogue and collective action in selected countries.

## CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

### Minimum Requirements

- Advanced university degree in Management Science or related discipline
- At least 15 years of relevant experience in multiple contexts as required.
- Working knowledge of English, as well as French and/or Arabic.

The consultant is required to have top level expertise in organizational development, higher education reform and /youth capacity development with focus on the NENA region and the Mediterranean, as regions of work. The consultant is expected to have:

- High level knowledge and expertise in organizational and staff development and management of change.
- Experience in strategic and business planning, in building cohesive teams and directing them towards achieving identified goals within approved budgets and agreed timelines.
- Experience in the commitment of extensive human and/or financial resources.
- Fluent reading, writing and speaking abilities in English are required, working knowledge of a second UN language especially French and/or Arabic is preferred.

### FAO Core Competencies

- Results Focus

Takes ownership of the task, honours commitments and delivers outputs for which they have responsibility, within agreed time, cost and quality standards. Identifies the key issues in a complex situation and comes to the heart of the problem quickly, gathers relevant information for informed decision making. Takes decisions with an eye on the impact on others and on GFAR and FAO. Checks assumptions against facts and determines appropriate courses of actions, including tough decisions where necessary.

Takes personal responsibility for delivery by self and those involved in the Key Focal Area concerned.

- Building Effective Relationships

In depth knowledge and understanding of innovative processes of organizational change including in education and learning institutions, as well as capacity development theories and applications especially with youth and women in the above described regions. Strong analytical skills and ability to identify issues, formulate opinions and make recommendations, professional competence and mastery of subject matter. Conscientiousness and effectiveness in delivering results to deadlines, calm persistence in stressful situations and being motivated by professional rather than personal concerns.

- Knowledge Sharing and Continuous Improvement

Leads by example and empowers others to translate vision into results. Proactively develops strategies to get results, maintains relationships with a broad range of partners and stakeholders with diverse and often conflicting perspectives. Drives for change and improvement and does not accept the status quo, shows the courage to take unpopular stands at times. Ensures effective gender inclusion and gender balance in activities.

- Communication

Creates an environment in which others can talk openly, operates transparently without a hidden agenda and gives credit to others. Places confidence in colleagues, other staff and Partners. Follows through on agreed upon actions.

- Teamwork

Delegates authority and responsibility appropriately, makes sure that roles, responsibilities and reporting lines are clear, accurately matches resources to delivery, monitors progress against milestones and deadlines, discusses performance and provides feedback and coaching to team members, encourages risk taking and supports creativity of approaches

### Technical/Functional Skills

- Extent and relevance of experience in conducting and delivery of high-level complex analyses and reports, and advice on complex technical issues, often with significant political or policy implications.
- Extent and relevance of experience in delivering assignments with technical independence and minimum supervision.
- By nature of GFAR, the approach used will be ground-breaking and will require extensive creativity, expertise, facilitation and coordination, as well as extensive and effective diplomacy in negotiations given the complex and diverse institutional and personal partnerships involved.

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

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### 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](mailto: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/>

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### 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](mailto:iRecruitment@fao.org)

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