



Food and Agriculture Organization of the United Nations

## CALL FOR EXPRESSIONS OF INTEREST - VACANCY ANNOUNCEMENT N°: IRC4572

Issued on: 1 September 2017

Deadline For Application: 15 September 2017

**JOB TITLE:** Operations Consultant, Category C

**TYPE OF CONTRACT:** Consultant or PSA

**DUTY STATION:** Various duty stations

**ORGANIZATIONAL UNIT:** EMERGENCY AND REHABILITATION DIVISION, TCE  
TECHNICAL COOPERATION DEPARTMENT, TC

**DURATION:** 11 months

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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.*

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**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

The Emergency and Rehabilitation Division is responsible for ensuring FAO's efforts to support countries and partners in preparing for and effectively responding to food and agricultural threats and crises. It is responsible for coordinating the development and maintenance of corporate tools and standards to enable Decentralized Offices to assist member countries to prepare for, and respond to emergencies. TCE ensures humanitarian policy coordination and knowledge, liaison with the Inter-Agency Standing Committee as well as with humanitarian resource partners, co-leadership with World Food Programme of the global Food Security Cluster, organizational preparedness, surge capacity and response to large-scale emergencies. TCE supports food and nutrition security assessment and early warning activities related to emergency and humanitarian analysis and responses. TCE plays a major role in the development and leadership of the Organization's programme to increase the resilience of livelihoods to food and agriculture threats and crises (SO5)".

### Reporting Lines

The Operations Consultant reports to the Operations Officer.

### Technical Focus

Support to implementation of FAO's resilience agenda at global, regional, subregional and/or country level.

### Tasks and responsibilities

The consultant will provide support to the implementation of FAO's resilience agenda at global, regional, sub regional and/or country level, this includes but is not limited to the surge support provided in L3 emergencies and the implementation of L3 Operational Guidelines. The key functions of the consultant will be as following:

- researches and analyzes technical, food and nutrition security assessments, emergency response, policy related and/or funding/project related data and information to support the delivery of programme projects, products and services;
- contributes in the production of various reports, proposals, programme/project documents, position papers, policy briefs, financial/donor reports as well as critical information for inclusion in governing body reports etc;
- participates on project teams, collaborates in project and programme formulation and provides technical and/or administrative support to ongoing operational emergency and recovery projects;
- assists in liaising with FAO technical Departments as well as other UN Organizations to obtain and/or exchange information regarding food and nutrition security assessments, emergency and recovery activities and other related issues;
- provides technical/operational support and facilitate the promotion of best practices to Decentralized Offices;
- assists in the monitoring and provides support to resource mobilization activities as donor focal point;
- supports corporate appeals, donor macro grants, CERF/SFERA submissions, annual appeals and mid-year reviews, maintains information and prepares related reports;
- undertakes field missions, as needed;
- performs other duties.

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## CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

### Minimum Requirements

- Advanced university degree in a subject related to the work of the Organization.
- Three years of relevant experience in public and/or private sectors related to programming, planning and technical cooperation in food and agriculture, including experience in developing countries, especially in countries that are vulnerable to disaster or other emergency risks.

- Working knowledge of English, French or Spanish and limited knowledge of one of the other two or Arabic, Chinese, Russian.

### **FAO Core Competencies**

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

### **Technical/Functional Skills**

- Work experience in more than one location or area of work, particularly in field positions is desirable.
- Extent of relevant experience at international level in formulating policy and programming managing field operations.
- Depth of experience in identifying and preparing programmes strategies and policy position on humanitarian and transition contexts, at both global and country levels.
- Demonstrated experience in needs assessments, cluster coordination, UN consolidated appeal process and/or emergency operations for Level 3 emergencies.
- Demonstrated experience in rehabilitation and humanitarian policies development, programme formulation and implementation.
- Extent of knowledge of international humanitarian architecture, including agencies, NGOs, and other partners. Experience in response management and surge support coordination.

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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)

**FAO IS A NON-SMOKING ENVIRONMENT**