



Issued on: 12 October 2017

Deadline For Application: 2 November 2017

**JOB TITLE:** Consultant official of FAO – Technical assistant

**TYPE OF CONTRACT:** Consultant

**DUTY STATION:** Rome HQ, Italy

**ORGANIZATIONAL UNIT:** FORESTRY, POLICY AND RESOURCES DIVISION, FOA

**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.*

**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 Forest Policy and Resources Division leads FAO's work in promoting sustainable forest management and providing leadership on the environmental, social and economic dimensions of forestry, including its contributions to poverty reduction and food security and nutrition. It liaises with member countries, civil society and the private sector in aspects ranging from development of effective forest policies to forest conservation and management issues, and strengthens the role of forests in climate change mitigation and adaptation. The Division also collects, analyses and disseminates information on the world's forest resources and on the production, trade and consumption of wood and non-wood forest products.

The post is located in the FAO Forest Law Enforcement, Governance and Trade (FLEGT) Programme and has the objective of supporting stakeholders in eligible countries to address their locally defined FLEGT related issues.

### Reporting Lines

Under the overall supervision of the Programme Manager and in coordination with the Programme Staff, the consultant will manage the successful implementation of a portfolio of projects (Letters of Agreements) and provide technical oversight to programme activities defined in this terms of reference.

### Technical Focus

Identify, manage and implement initiatives that support increased stakeholder participation in the FLEGT Processes in countries eligible to the programme.

### Key Result

Support the planning, development and implementation of the FAO-EU FLEGT Programme objectives in accordance with the Departmental/Division objectives and the FAO Strategic Objectives.

### Tasks and responsibilities

- Support Programme Forestry Officers to communicate and liaise with field partners (including FAO Representatives, European Union Delegations, Heads of Forestry Administrations, civil society and private sector organizations) and another organizations to ascertain client demand for FLEGT priorities and ensure follow-up on these priorities;
- Provide support to programme mechanisms including the planning and coordination of FLEGT related calls for proposals in eligible countries including advertising calls, screening and preparing the evaluation of proposals;
- Support Programme Officers to increase FLEGT awareness raising and facilitate experience sharing between stakeholders in programme countries as required;
- Support other FAO efforts that contribute to the forest law enforcement, governance and trade programme objectives;
- Communicate with local stakeholders and support the development of FLEGT related direct assistance projects based on client demand;
- Support the programme officers in monitoring, providing technical support, and appraising all projects developed and funded through the programme;
- Provide support for programme reporting and information development of website and information sharing content;
- Perform other duties as required.

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## CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

### Minimum Requirements

- Advanced university degree in Natural Resources Management, forest policy, International Relations, International Economics, or related fields.
- Two years of relevant experience in supporting aspects of project cycle manage – including project development, backstopping, monitoring and reporting
- Working knowledge of English, French or Spanish and limited knowledge of French, English or Spanish.

## **FAO Core Competencies**

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

## **Technical/Functional Skills**

- Working experience in developing countries, especially in Latin America and/or Africa and/or Asia-Pacific region
- Relevance and extent of experience in forest law enforcement, governance and trade processes
- Extent of field experience including the management, monitoring and technical backstopping of field projects/programmes
- Ability to work effectively with government and non-governmental institutions and to organize technical meetings and training workshops
- Ability to communicate clearly orally and in writing

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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**

- 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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