



Issued on: 18 October 2017

Deadline For Application: 01 November 2017

JOB TITLE: Project Coordinator

TYPE OF CONTRACT: Consultant

DUTY STATION: Angola, Huambo

ORGANIZATIONAL UNIT: FAO ANGOLA

DURATION: 11 months (renewable up to 33 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 consultant will be hired under the project UTF/ANG/059/ANG "The Smallholder Agriculture Development And Commercialization Project (SADCP): FAO Technical Assistance to Strengthening Capacity of Smallholder Farmers and Farmers' Organizations through Field Farmers Schools", a 3 year project funded by the Government of Angola, with WB funds, The main project objective is to increase smallholder agriculture productivity, production and marketing for selected crops in the project areas in the project areas, namely Bié, Huambo and Malanje.

The project expected results include 1) Strengthened Capacity of rural extension services' officers and technicians, master trainers and farmer facilitators, and 2) Farmer Field School establishment, implementation and monitoring.

### Reporting Lines

The project coordinator consultant reports to the FAO Representative (FAOR) under technical supervision the Lead Technical officer (LTO) and in close collaboration with Government Counterpart,

### Technical Focus

The Project Coordinator (PC) will be responsible for the operational planning, management and monitoring of all project's activities, as indicated in the project document.

He/She will provide technical, logistics and managerial support and ensure a good implementation of the activities in line with the project result framework, work plan and approved budget.

The Project coordinator will be responsible to coordinate the overall project, with particular focus on Huambo province, providing support to the M&E FFS expert and the FFS Community Development expert, leading the project implementation at provincial level, namely Bié and Malange.

### Tasks and responsibilities

Project management and technical guidance

- Oversee day-to-day implementation of the project in line with Annual project work plans in the three provinces targeted by the project;
- Directly in charge of organization, supervision of the implementation of the project work plan of the project in the province of duty station;
- Define methodologies for measurement and monitoring of all project indicators and information sources, making sure a baseline is established for all indicators and establishing frequency for data collection and monitoring of indicators;
- Support real-time monitoring of project progress and the alerting of the BH and the LTO to potential problems that could result in delays in implementation;
- Train on the job a national officer on FFS establishment and capacity building of extension service in the targeted province.
- Support and supervision of the activities of other international and national consultants,
- Liaise with other components of Government program and participate to Project Implementation Unit (PIU) regular meetings at provincial level;
- coordination of high-level stakeholder events and annual workshops and elaborate related reports;
- Provide inputs to the FAO Representation regarding project contribution to the Country Program Framework and other FAO-Angola documents,
- Facilitate collaboration with research and training institutions and other organizations and projects; Elaboration, with support of project international/national consultants and the FAO representation, of the project hand over strategy to the national counterpart.
- Supervise and support the elaboration of a gender inclusion strategy to ensure gender balance in FFS leadership.

- Timely prepare technical progress reports and all monitoring reports, namely: six monthly and yearly progress reports, Call for funds reports, and final report, with support of components of provinces supervised by FFS M&E and FFS Community Development experts
- Elaboration and finalization of the Annual budget revision and Annual Workplan with support of the FAO Representation.
- Provide technical advice and assistance to the mid-term and final evaluations of the project

Technical guidance of Farmers Field Schools implementation:

- Facilitate meetings with partners at the provincial level related to the climate resilience-FFS approach and best practices to achieve consensus and promote participation in the implementation of these activities;
- Support the expert in Community Development in CC context in integrate Sustainable Land Management (SLM) and Climate Change Adaptation (CCA) practices into FFS curriculum.
- Preparation of the program for the FFS implementation in the targeted province and supervision of FFS program of the other two provinces of implementation.,
- Support and supervise the M&E of the FFS component with support of the M&E officers and SADCP,
- Organization and/or supervision of the implementation of training of trainers based on the global work plan of the project in the three targeted provinces;
- Regularly coordinate project activities with technical support from other SPPS (communication strategies/inputs) and FAO projects linked with FFSS.
- Support the identification, documentation and dissemination of good practices at different levels, and define and implement strategies for the management of inputs to avoid paternalism at FFS

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## CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

### Minimum Requirements

- Advanced university degree in agronomy, natural resources, environment management and rural development;
- 10 years of relevant experience in in the field of rural development with particular focus on Farmer Field Schools
- Working knowledge of English, French or Spanish and limited knowledge of one of the other two or Arabic, Chinese or Russian

### FAO Core Competencies

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

### Technical/Functional Skills

- At least five years' experience working with local communities in the agricultural sector in Angola or Central Africa;
- Demonstrated previous experience working with the field school approach implementation and monitoring in the context of climate change;
- Knowledge of FAO's project management systems is an asset.

### Selection Criteria

- Project management and monitoring experience, and good knowledge of policy, institutional and cross-sector coordination issues related to NRM
- Good language and writing skills in Portuguese
- Level and relevance of experience in project and programme development, management and monitoring;
- Demonstrated knowledge of objectives and function of technical programmes as well as of FAO and/or UN operational guidelines and procedures;
- Capacity to manage tasks in a systematic and efficient manner with judgment, analysis, independence and initiative;
- Capacity to communicate clearly both verbally and in writing;
- Demonstrated ability to establish good working relationship and team spirit both inside the Organization and with external partners such as government officers, UN partners, donors or NGOs;
- Ability to use computer software such as MS Office and other project management software and database;
- Strong language and writing skills in English or French
- Previous experience in Angola and knowledge of Portuguese language will be a strong asset

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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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