



## Food and Agriculture Organization of the United Nations

### Vacancy Announcement No: IRC5574

Issued on: 13 July 2018  
Deadline For Application: 3 August 2018

<b>Position Title:</b>	Capacity Development Officer (Instructional Designer)	<b>Grade Level:</b>	P-3
		<b>Duty Station:</b>	Italy, Rome
<b>Organizational Unit:</b>	Partnerships and South-South Cooperation Division, DPS	<b>Duration *:</b>	Fixed term: one year (with possibility of extension)
		<b>Post Number:</b>	2006887
		<b>CCOG Code:</b>	1C

The length of appointment for internal FAO candidates will be established in accordance with applicable policies pertaining to the extension of appointments

**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.**

**The incumbent may be re-assigned to different activities and/or duty stations depending on the evolving needs of the Organization.**

#### Organizational Setting

The Partnerships and South-South Cooperation Division (DPS) is in charge of developing and strengthening external partnerships to facilitate the delivery of FAO's mandate; advocacy for gender equality and women's empowerment; capacity development; land tenure; and south-south cooperation. The Division is responsible for delivering and strengthening country-based activities, including direct support to capacity development at country level, facilitating and establishing South-South partnerships to develop capacities and capacity support to non-state actors, especially civil society and small-scale producers. The Division is responsible for establishing effective partnerships with non-state actors including parliamentarians, civil society, academia and the private sector in the fight against hunger. The Division is also responsible for raising public awareness and promoting multi-stakeholder policy dialogue to improve international policies in the areas of FAO's mandate, and has lead responsibility for the Voluntary Guidelines on the Responsible Governance of Tenure of Land, Fisheries and Forests in the Context of National Food Security (VGGT).

The post is located in the Capacity Development Unit (DPSC), which provides capacity development support and guidance for multi-stakeholder platforms, agricultural investments, and gender within the context and framework of the VGGT.

#### Reporting Lines

The Capacity Development Officer (Instructional Designer) reports to the Senior Capacity Development Officer with additional guidance provided by the Senior Land Tenure Officer, coordinator of FAO Trust Funds for the VGGT activities. The Capacity Development Officer will be working in close coordination with others in DPS supporting the VGGT, as well as engaged officers in LEG and ESP (gender).

#### Technical Focus

Capacity development related to the VGGT.

#### Key Results

Capacity development to support the Responsible Governance of the Tenure of Land, Fisheries and Forests in select countries.

#### Key Functions

- Undertakes learning needs assessments and curricula design processes, through consultative multi-stakeholder workshops, including job and task analysis, knowledge and skills required by the various target audience groups;
- Provides technical guidance for the development of technical content and associated materials, and ensures complete subject coverage, content accuracy, quality, coherence and suitability for the development of learning materials;
- Applies appropriate learning strategies according to the content, based on adult learning theories and specific quality criteria for the creation of engaging learner centered courses, with assorted interactive elements, examples, and case-based scenarios;
- Adopts experiential and reflective learning methods and selects instructional multimedia to increase learner retention, according to the target audience needs, characteristics, context and environment;
- Carries out in depth pedagogical analysis, scenerization of content, and storyboarding, and support the creation of job-aids and performance support tools;
- Oversees the production of curricula in close collaboration with subject matter experts, courseware developers and Instructional Technology Specialists;
- Designs blended learning programmes for delivery at global, regional, and national levels;
- Assesses learners' performance and evaluates learning outcomes using the Kirkpatrick evaluation model.

## Specific Functions

- Undertakes capacity needs assessments and curricula design processes, through consultative multi-stakeholder workshops for the thematic and technical areas covered by the project, and identifies gaps in terms of capacities/knowledge of investors concerning safeguarding land tenure rights;
- Supports the design and facilitation of learning events and processes to further strengthen the capacities of agencies dedicated to investment approval, implementation and monitoring, including a review of existing processes in select countries;
- Designs and facilitates learning process, fora, and events specific to the capacities of investment promotion agencies including: exchange visits, workshops, communities of practice for select countries in select countries covered by the project;
- Provides pedagogic guidance for the development of technical guides and associated materials developed under the project, and applies appropriate learning strategies according to the content, based on adult learning theories and specific quality criteria for the creation of engaging content;
- Manages the rollout of the Learning Programmes entitled 'Safeguarding Land Tenure Rights in the Context of Agricultural Investment' and the 'VGGT Gender and Land' in selected countries;
- Designs and supports the deployment of learning resources and programmes through appropriate ministries, training institutes and universities in project countries;
- Prepares clear and concise reports related to VGGT –related activities and capacity needs assessments;
- Collaborates in FAO's multidisciplinary team on the Voluntary Guidelines.

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## CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

### Minimum Requirements

- Advanced university degree in education, distance learning/e-learning, communication, agricultural sciences, social sciences, or any field related to FAO's mandate;
- Five years of relevant experience in: (i) developing learning products and/or programmes; (ii) instructional design; (iii) delivering learning events; (iv) creating self-paced e-learning courses; and (v) deploying online learning;
- Working knowledge of English, French or Spanish and limited knowledge of one of the other two or Arabic, Chinese, Russian.

### 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 and relevance of experience in designing, developing and evaluating blended learning programmes within the context of international development;
- Extent and relevance of experience in designing, running and evaluating online and blended learning programmes in collaborative learning environments;
- Extent and relevance of experience in working with senior technical experts for macro level curriculum design.
- Excellent analytical and conceptual skills, as well as gender sensitive and cross-cultural competency;
- Extent and relevance of experience in providing capacity development support in the field of land tenure, land governance and responsible investments in agricultural land is highly desirable;
- Extent and relevance of experience in organizing and conducting workshops and technical meetings and managing multi-stakeholder platforms and processes.

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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 candidates should possess computer/word processing skills
- Your application will be screened based on the information provided in your iRecruitment online profile (see "*How to Apply*"). We strongly recommend that you ensure that the information is accurate and complete including employment record, academic qualifications and language skills
- Please note that FAO will only consider academic credentials or degrees obtained from an educational institution recognised in the IAU/UNESCO list
- Other similar positions at the same level may be filled from this vacancy notice and the endorsed candidates will be considered for the Employment Roster for a period of 2 years
- Candidates may be requested to provide performance assessments

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## **REMUNERATION**

A competitive compensation and benefits package is offered. For information on UN salaries, allowances and benefits, click on the following link: [http://www.un.org/Depts/OHRM/salaries\\_allowances/salary.htm](http://www.un.org/Depts/OHRM/salaries_allowances/salary.htm)

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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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