



**Food and Agriculture Organization of the United Nations**  
**PROFESSIONAL VACANCY ANNOUNCEMENT N°: IRC5660**

**Issued on: 19 July 2018**  
**Deadline For Application: 2 August 2018**

<b>POSITION TITLE:</b>	<b>POLICY OFFICER</b>	<b>GRADE LEVEL:</b>	<b>P-2</b>
<b>ORGANIZATIONAL UNIT:</b>	<b>TRADE AND MARKETS DIVISION</b>	<b>DUTY STATION:</b>	<b>Rome, Italy</b>
		<b>DURATION*:</b>	<b>Short-term: 11 months</b>
		<b>POST NUMBER:</b>	
		<b>CCOG Code:</b>	<b>1.L.09</b>

\* 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 Trade and Markets Division monitors and analyses trends in international, regional and national agricultural commodity markets, collecting and disseminating comprehensive market and policy information concerning the major traded commodities and those important to food security. It also undertakes forward looking outlook studies. The Division analyses global issues that affect agricultural trade, including policy analysis of trade measures and agreements, and provides technical support and capacity building to member states in all these areas. Through its Global Information and Early Warning Service, the Division is also responsible for FAO's early warnings on food shortfalls. The Division houses the secretariats of the Committee on Commodity Problems (CCP), nine Intergovernmental Commodity Groups (IGGs) and the Agricultural Market Information System (AMIS).

#### **Reporting Lines**

The Policy Officer reports to the Senior Economist, under the overall guidance of the Division Director.

#### **Technical Focus**

Provides analytical and operational support for results-based policy assistance and governance work of decentralized offices in relation to policy issues and programmes.

#### **Key Results**

Collection and analysis of information, data and statistics and project / meeting / publication coordination services to support programmes and projects, products and services.

#### **Key Functions**

- Collects and analyses relevant technical, social, economic, environmental, institutional and technology related information, data and/or statistics to support the delivery of programme projects, products and services relating to policy and governance
- Undertakes analysis, provides technical input for plans and reports and edits/revises technical/scientific documents, and assists in the preparation of policy documents
- Participates in the development of improved work methods, tools and systems
- Updates web pages
- Participates on multi-disciplinary project/work teams and missions
- Collaborates in the development of training tools and materials and the organization of workshops/seminars etc.
- Participates in the organization, conduct and follow-up of meetings, consultations and conferences, the development/production of required materials and the provision of information and assistance to partners

#### **Specific Functions**

- Establishes and maintains relationships with institutions and governments with a view to increasing collaboration and capacity building at the country level for medium-term projections work, and for assessing the role of commodities in development.
- Increases the visibility of regional/country level outlooks and of The State of Agricultural and Commodity Markets (SOCO) recommendations on policies, through drafting and coordinating communications material for various mediums including the web.
- Assists with the coordination of FAO inputs into the OECD-FAO Agricultural Outlook.
- Conducts research into commodity markets and agricultural policies, with a focus on their implications for development, drafts and collects inputs into thematic publications, such as, The State of Agricultural and Commodity Markets (SOCO) and other joint and collaborative work between the Division and other International Organizations related to agricultural development.
- Acts as publishing focal point and coordinator, at the divisional level, for SOCO and other significant publications undertaken by both teams, and acts as liaison for co-publishing agreements when needed.

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## CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

### Minimum Requirements

- Advanced university degree in political sciences, agricultural economics, development economics, rural sociology, food security, nutrition, sustainable agriculture (including livestock, forestry and fisheries), or related field
- Three years of relevant experience in policy analysis and policy assistance work, relating to food and nutrition security, agriculture and rural development, monitoring and evaluation of policies and programmes
- 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
- Relevance and extent of experience in policy analysis and advice relating to food and nutrition security, sustainable agriculture, and rural development
- Extent and relevance of experience in the preparation, editing and revision of technical/scientific documents and in organizing meetings and workshops
- Extent and relevance of experience in agricultural market and development issues.
- Relevance and extent of experience in working with inter-governmental bodies and multi-disciplinary teams

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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 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)