



Food and Agriculture Organization of the United Nations

Vacancy Announcement No. IRC5695 Deadline for Applications: 12 September 2018

Title	Deputy Regional Representative for the Near East and North Africa Regional Office for the Near East and North Africa (RNE)
Grade	D-1
Number	2002082
Duty Station Location	Cairo, Egypt

Summary of Duties and Functions

The Deputy Regional Representative (DRR) assists the Assistant Director-General/Regional Representative (ADG/RR) on Regional Office operational management and support services to Decentralized Offices and acts as Officer-in-Charge during the ADG/RR's absence. In particular, the DRR assists the RR in:

- the overall operational and administrative management of the Regional Office;
- leading the Regional Management Team (RMT);
- preparing contributions to corporate programming, planning and budgetary processes, in close consultation with the Regional Programme Leader (RPL);
- coordinating of and preparing for, the Regional Conferences and meetings of other regional statutory bodies, acting as Secretary of the Regional Conference;
- overseeing the performance of Subregional Offices and FAO Representations;
- providing guidance to office staff on managerial and administrative issues;
- ensuring timely and quality managerial, operational and administrative support to Subregional Coordinators and FAORs from the Regional Office;
- overseeing risk management and internal controls in the Regional Office, Subregional Offices and FAO Representations;
- any other duties assigned by the ADG/RR.

General Requirements

- Advanced university degree or equivalent professional qualification in an area related to the work of the Organization;
- Extensive managerial and professional experience in fields related to the mandate of FAO or to that of other international or national organizations dealing with development issues;
- Demonstrated professional competence, proven leadership capability and effective management skills;
- Ability to lead and work effectively with a diverse team of people of different national and cultural backgrounds in an international setting.
- Working knowledge of Arabic, English or French and limited knowledge of one of the other two;
- Working knowledge of any other official FAO language will be an asset.

Leadership Competencies

Results focus: Takes accountability for the delivery of agreed results in service of FAO's strategic framework - **Leading, engaging and empowering others:** Coordinates, directs, facilitates and recognizes team efforts; creates an enabling environment and assists others to realize and develop their potential - **Communication:** Encourages and contributes to clear and open communication -

Partnering and Advocating: Promotes ideas and develops partnerships to advance the Organization's work - **Knowledge sharing and continuous improvement:** Continually seeks to improve the knowledge, skills and work processes of oneself and others - **Strategic thinking:** Makes informed and coherent decisions aligned with broader goals and strategies.

Please note that all candidates should adhere to FAO values of *Commitment to FAO, Respect for all and Integrity and Transparency.*

Remuneration

FAO adheres to the UN common system of salaries, allowances and benefits. General information regarding salaries and allowances can be found at the International Civil Service Commission Web site: http://www.un.org/Depts/OHRM/salaries_allowances/salary.htm

How to Apply

To apply, visit the iRecruitment website at <http://www.fao.org/employment/irecruitment-access/en/> and complete the on-line application. Only applications received through iRecruitment will be considered.

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