



Food and Agriculture Organization of the United Nations

## Vacancy Announcement No: IRC5905

Issued on: **14 November 2018**  
Deadline For Application: **5 December 2018**

<b>Position Title:</b>	Programme Officer	<b>Grade Level:</b>	P-2
		<b>Duty Station:</b>	Italy, Rome
<b>Organizational Unit:</b>	Resource Mobilization Division, TCR	<b>Duration *:</b>	Fixed term:2 years with possibility of extension
		<b>Post Number:</b>	2004152
		<b>CCOG Code:</b>	1A11

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 Resource Mobilization Division (TCR) leads and coordinates the mobilization of voluntary contributions (currently 60 percent of FAO's budget) in support of the Organization's strategic priorities. TCR manages FAO's relations with resource partners, strategically matching partners' interests to those of the Organization, and supports the negotiation of agreements. It mounts marketing analysis and campaigns around global development opportunities, provides market and business intelligence and positioning services to management, as well as resource mobilization capacity development to decentralized and headquarters offices.

TCR also oversees global programme and project reporting to resource partners. It strives to assure the highest quality of development results, through providing project cycle oversight and support, and policy design for operational modalities and outsourcing.

The post is located in the European Bilateral Partners Group in the Resource Partnership Management Unit (TCR1) within TCR. TCR1 is divided into four groups dealing, respectively, with European Union Institutions (EU); European Bilateral Partners; Asia, the Pacific, North America and Non-State Actors; and International Financial Institutions (IFIs)/UN Agencies/Global Climate Fund.

### Reporting Lines

The Programme Officer reports to the Coordinator of the European Bilateral Partners Group in TCR1.

### Technical Focus

Resource Mobilization, Donor Relations, Grant negotiation, capacity development and programming support.

### Key Results

Provision of support in the mobilization of voluntary contributions, focusing on sustainable agriculture, production climate change adaptation and mitigation, environmental restoration, rural development, food and nutrition security, and resilience; facilitation/negotiation/formalisation of grant agreements; decentralized network on Resource Mobilization coordination; capacity development and programming support and marketing; outreach and reporting to partners; guidance and support to units responsible for operating projects and in alignment with the Organization's Gender Policy..

### Key Functions

- Supports the preparation of annual work plans to achieve divisional targets;
- Collaborates with and supports FAO's Strategic Objectives teams, headquarters departments and Decentralized Offices to mobilize resources partnerships in line with defined corporate priorities;
- Supports contact with potential partners to explore funding opportunities, supports negotiations of funding agreements and project proposals with governments, international organizations, private sector and civil society partners; maintains effective working relationships with key stakeholders throughout the project cycle, including to support implementation, facilitates monitoring and compliance issues and submission of reports, as required;
- Supports capacity development efforts in support of staff in all locations with regard to Resource Mobilization partnerships through policy development, the production of training material and delivery of training;
- Participates in the organization of marketing and outreach activities related to FAO's Strategic Objectives and defined priority areas; facilitates donor meetings, events and outreach campaigns;
- Contributes to the global Resource Mobilization and supports Regional Initiatives teams; monitors and reports on key results;

- Performs other related duties as required.

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## CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

### Minimum Requirements

- Advanced university degree in international development, development economics, international law, business
- Three years of relevant experience in international development, donor aid programmes, fundraising, grant negotiations and management
- 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 managing relations and outreach with partners
- Demonstrated skills and experience in resource mobilization
- Extent and relevance of experience in agricultural development, capacity development, training, knowledge sharing, and international technical cooperation programmes
- Extent and relevance of experience in institutional collaboration and partnership with governments, the private sector and the development sector, and regional, national and local agencies.

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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
- Candidates endorsed in the selection process for this vacancy announcement will be considered for the FAO Professional Employment Roster for a period of two years. The Roster is used to fill other similar positions at the same or lower grade, and in the same or another duty station
- 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)

**FAO IS A NON-SMOKING ENVIRONMENT**

