



FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
Terms of Reference for Consultant/PSA

Job Title	International Resilience/Disaster Risk Reduction Consultant		
Division/Department	Malawi Country Office		
Programme/Project Number			
Location	Lilongwe with Field Trips as and when required		
Expected Start Date of Assignment	1 July 2014	Duration:	11 Months
Reports to	Name: Florence Rolle	Title:	FAO Representative

GENERAL DESCRIPTION OF TASK(S) AND OBJECTIVES TO BE ACHIEVED

Under the overall supervision of the FAO Representative, the direct supervision of the Assistant FAO Representative responsible for Programme with support from the Regional Disaster Risk Management Coordinator and in consultation with the relevant technical units in FAO headquarters, RAF and SFS, the incumbent will be responsible for the development, expansion and management of FAO's response in building resilience of households to shocks in Malawi through food security, nutrition and agricultural development interventions. The International Resilience/Disaster Risk Reduction Expert will work to protect, restore and enhance food production and the livelihoods of farmers, fishers and associated vulnerable households in Malawi so that they can stand on their own when shocks occur.

Specifically the International Resilience/Disaster Risk Reduction consultant will be responsible to:

1. Supervise and monitor all projects related to the CPF fifth focus outcome related to reducing impact of disaster risks and building resilience of vulnerable households to shocks
2. Coordinate, guide, and supervise technical operational, administrative and logistics personnel employed under the 'Building the capacity of most vulnerable households to meet their basic needs and withstand shocks' Project to ensure timely delivery of the necessary inputs and timely implementation of activities;
3. Lead the collaboration with UNICEF, UNDP and WFP for the smooth implementation of the 'Building the capacity of most vulnerable households to meet their basic needs and withstand shocks' Project with a view to ensuring full integration of activities and maximum impact, particularly in the planning phase.
4. Monitor the budgetary management and accounting of the projects in close collaboration with the Assistant FAOR Programme;
5. Prepare project profiles, project documents, work plans, logical framework for donor funding, with particular focus on operational and budgetary components;
6. Coordinate the preparation of briefs and comprehensive reports and ensure timely dissemination of information on food security to the donor community, UN agencies, NGOs in relief and early rehabilitation activities;
7. Develop effective transitionally rehabilitation response policies and operating frameworks for assessment and delivery of assistance;
8. Lead the policy dialogue on resilience initiated with the Ministry of Economic Planning and Development in close collaboration with UNICEF, WFP and UNDP;
9. Represent the Organization at interagency and other fora in matters related to FAO's resilience and disaster risk reduction programmes;
10. Liaise with FAO technical departments and decentralized offices, as necessary, on issues related to development and implementation of resilience and disaster risk reduction projects;

KEY PERFORMANCE INDICATORS

Expected Outputs:

- Smooth and efficient delivery of the “Building the capacity of most vulnerable households to meet their basic needs and withstand shocks” Project (planned activities implemented on time, in accordance with the rules and regulations of the Organization, and expected impact achieved)
- Effective support to the policy dialogue led by the government on resilience (preparation of policy notes; greater integration of resilience building programme)
- Resource mobilization for resilience

Required Completion Date:

REQUIRED COMPETENCIES

The candidate has the following minimum requirements should meet the following:

- Masters of Science degree (minimum) in Agriculture Development or related field and PhD (desired) with a focus on Disaster Risk Reduction, Resilience, Food Security or a related field
- 5 years of experience in Disaster Risk Reduction (DRR) and/or Resilience programming in Africa.
- Strong experience in designing and implementing DRR/Resilience projects
- Experience with and good knowledge of the UN system in the field
- Deep understanding and commitment to addressing gender equality in programming
- Strategic vision and capacity to oversee complex design elements and how they may be integrated
- Proven leadership; excellent analytical, problem-solving and planning skills;
- An understanding of the donor workings highly preferred
- Capacity to work well in a team environment (and also independently, as needed)
- Excellent English oral and written communication skills required
- Proficiency in Microsoft Office, including Word, Excel, PowerPoint, Access, and Outlook

The candidate will be assessed against the following:

- Educational background
- Experience in DRR and resilience programming
- Experience in managing projects and people
- Experience in policy work in DRR/resilience/or other related fields
- Experience in resource mobilization

HOW TO APPLY

Interested applicants are required to create an online Personal Profile form (PPF) in iRecruitment. To create the PPF, please follow the instructions available at: <http://www.fao.org/employment/irecruitment-access/en/>. If you need help, or have queries, please contact: iRecruitment@fao.org.

The PPF along with a cover letter should be sent via email to: FAO-Malawi@fao.org

Please write as subject: Resilience Consultant-Malawi

Deadline for applications: 7 July 2014

Applications received after the closing date will not be given consideration. Only short-listed candidates will be contacted.