



Issued on: 19 March 2014

Deadline For Application: 2 April 2014

POSITION TITLE:	Programme Officer	GRADE LEVEL:	P2
		DUTY STATION:	Accra, Ghana
ORGANIZATIONAL UNIT:	Regional office for Africa (RAF)	DURATION *:	18 months (Fixed-term)
		POST CODE/N ^o :	
		CCOG CODE:	1.A.11

Applications from qualified women as well as from qualified nationals of non-and under-represented member countries are encouraged
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.

DUTIES AND RESPONSIBILITIES

FAO in partnership with the World Food Programme (WFP) is implementing the initiative PAA Africa Programme (Purchase from Africans for Africa), with the aim to promote adapted local purchase initiatives for food assistance in five African countries.

The Programme Officer will be responsible for the smooth implementation of the FAO activities under the field component of the Programme. As member of the Programme Coordination Unit (CU), he/she will assist the FAO and WFP coordinators in their functions and contribute to strengthen a common overall Programme strategy and ensure articulated programme implementation.

Under the direct supervision of the Resilience Operations Team Leader, FAO Regional Office for Africa (RAF), the overall guidance of the FAO Programme Coordinator and the Lead Technical Officer (LTO), in liaison with relevant FAO units, in close interaction with the country teams, the Programme Officer will be responsible for the coordination of the activities of the Programme in liaison with the World Food Programme, and in collaboration with the Government of Brazil. In particular, the incumbent will:

- act as focal point for all Programme operational matters;
- ensure Programme budget management and prepare revisions as required;
- ensure the timely provision of programme inputs (personnel, technical support services, sub-contracts, training, equipment and supplies) directly by the Organization or, when appropriate, through contractors;
- participate in the preparation of PAA Africa strategy and work plans, monitor progress and, where necessary, identify corrective measures to overcome operational constraints;
- ensure Programme budget management and prepare revisions as required;
- ensure timely preparation and submission of the Programme implementation reports and any other reports required by the Organization support to the planning and implementation of Monitoring & Evaluation activities including data collection, training of researchers, operational and logistical support;
- identify and promote linkages and synergies between the PAA Africa and other FAO initiative, programmes and projects in Africa;
- sustain the fund mobilization efforts at country and/ or regional level through liaison with donors' representations/missions in the country/region;
- perform other duties as required.

MINIMUM REQUIREMENTS

Candidates should meet the following:

- Advanced University Degree in international relations or social sciences, food and nutrition security, international development or related field
- Three years of relevant experience in supporting the planning and implementation of food and nutrition security programmes
- Working knowledge of English, French or Spanish and limited knowledge of one of the other two or Russian, Arabic or Chinese

SELECTION CRITERIA

Candidates will be assessed against the following:

- Extent and relevance of experience in supporting the planning and implementation of initiatives related to food and nutrition security and local food purchases for food assistance.
- Extent and relevance of experience and ability establish partnership in a complex multi-stakeholder context
- Ability to communicate clearly and concisely both orally and in writing;
- Extent and relevance of experience in liaising with the Brazilian government, UN agencies (in particular WFP) and civil society including knowledge of Brazil's food and nutrition security policy and of its international humanitarian strategy is desirable.

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- Extent of knowledge of FAO programmes and implementation modalities is desirable.
 - Working knowledge of Portuguese or French is desirable
 - Work experience in more than one location or area of work, particularly in field positions is desirable

Please note that all candidates should possess computer/word processing skills and should be capable of working with people of different national and cultural backgrounds.

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

REMUNERATION

A competitive compensation and benefits package is offered. For information on UN salaries, allowances and benefits, click on the following link: <http://icsc.un.org/>

TO APPLY: Carefully read and follow the Guidelines to applicants

Send your application to:

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FAO Regional Office for Africa
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Accra, Ghana
P. O. Box GP 1628, Accra, Ghana
Fax: +233 (0)302 668427

E-mail: VA-08-14-PRJ-RAF@fao.org

Please note that FAO staff members are international civil servants subject to the authority of the Director-General and may be assigned to any activities or office of the organization.