



Issued on: 12 March 2015

Deadline For Application: 20 April 2015

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|----------------------|---------------------------------------------------------------------------------------|---------------|------------------------------|
| POSITION TITLE:      | <b>Chief Technical Advisor</b><br>(Strengthening of Institutional and Human Capacity) | GRADE LEVEL:  | <b>P5</b>                    |
| ORGANIZATIONAL UNIT: | <b>Regional Office for the Near East and North Africa, RNE</b>                        | DUTY STATION: | <b>Riyadh, Saudi Arabia</b>  |
|                      |                                                                                       | DURATION *:   | <b>Fixed term: two years</b> |
|                      |                                                                                       | POST CODE/N°: | <b>2000107</b>               |
|                      |                                                                                       | CCOG CODE:    | <b>1A11</b>                  |

**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

Under the overall guidance of the Senior Field Programme Officer, the supervision of the FAO Programme Coordinator (PC) in the Kingdom of Saudi Arabia (KSA) and the technical guidance of the Lead Technical Officer (LTO) RNE and the Lead Technical Unit (LTU) in Rome, in consultation with the National Project Director (NPD) and the Administrative Development Department (ADD) of the Ministry of Agriculture (MoA), the Chief Technical Advisor (CTA) will be responsible for all FAO inputs to the project as well as overall management and technical implementation of its activities. In particular, the CTA will:

- analyze project's specific requirements and relevant technical issues to provide critical input and administrative guidance for its implementation and the execution of the Ministry of Agriculture's policies in relation to the project;
- identify and implement strategic partnerships, advocate best practices and increased policy dialogue, develop and negotiate effective working relationships/consensus and agreements with international and national stakeholders;
- develop, implement and monitor programmes of work involving the development of the approach and preparation of expenditure plan;
- prepare project progress reports to review and monitor the outputs and results of the project against agreed work plan, and to identify constraints and issues that require timely resolution and corrective actions;
- plan and oversee the provision of all FAO inputs, including organizing and assisting in procurement of goods and services, and arranging for their maintenance;
- plan, manage, coordinate and lead the work of national and international technical experts and consultants
- identify training needs and topics, prepare training program outlines and making necessary contacts and arrangements for their implementation;
- develop and implement training activities and study tours, and participate in the selection of the host countries and institutions;
- participate in developing terms of reference for organizational development studies and in supervision of their preparation and participate in the development of manuals, guidelines and checklists for documenting, institutionalizing and sustaining the project outputs and results;
- perform other related duties as required.

#### MINIMUM REQUIREMENTS

*Candidates should meet the following:*

- Advanced university degree in agricultural economics, business administration and management, organizational development, agricultural training and education or closely related field
- Ten years of relevant experience in project management, planning, implementation and evaluation of agricultural training and capacity building programmes and organizational restructuring
- Working knowledge of Arabic and English.

#### SELECTION CRITERIA

*Candidates will be assessed against the following:*

- Extent and relevance of experience in the formulation and implementation of programmes related to agricultural training and organizational restructuring
- Extent and relevance of academic qualifications
- Proven ability to manage and lead multi-disciplinary teams, to prioritize tasks, and deal promptly with urgent issues
- Demonstrated experience in providing advice on policy and strategic issues to governments, national institutions and donors
- Excellent communication skills both orally and in writing including the ability to write concise technical reports
- Familiarity with FAO project implementation rules will be considered a strong asset
- Work experience in more than one location or area of work, particularly in field positions is essential

*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://www.un.org/Depts/OHRM/salaries\\_allowances/salary.htm](http://www.un.org/Depts/OHRM/salaries_allowances/salary.htm)

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## TO APPLY:

For guidelines to applicants, please visit the Application Toolkit at: <http://www.fao.org/employment/current-vacancies/project/en/>

Send your application to:

V.A RNE-17-15-PRJ  
Operations Unit  
11 El Eslah El Zerai Street, Dokki 12311 Cairo, Egypt  
P.O. Box 2223 Cairo  
Fax: 002 02 37495981; 002 02 33373419  
e-mail: **RNE-17-15-PRJ@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.

**FAO IS A NON-SMOKING ENVIRONMENT**