



POSITION TITLE:	Senior Technical Officer (Rural Institution-Building)	GRADE LEVEL:	P-5
ORGANIZATIONAL UNIT:	Emergency Operations Service	DUTY STATION:	Freetown, Sierra Leone
	Emergency Operations and Rehabilitation Division (TCE) Technical Cooperation Department	DURATION *:	Twelve months (with possibility of extension subject continuity of funds)
		POST CODE/N^o:	N- ** Unidentified
		CCOG CODE:	1.S.0.1.

DUTIES AND RESPONSIBILITIES

In 2009, the Government of Sierra Leone launched the Smallholder Commercialisation Programme (SCP), which includes six components: (i) Improving smallholder production & commercialisation through support to Farmer-Based Organizations (FBOs) and Agricultural Business Centres (ABCs); (ii) Developing small-scale irrigation to boost rice production; (iii) Rehabilitating feeder roads; (iv) Providing access to financial services; (v) Providing a social safety net to vulnerable households and (vi) Planning, coordination, monitoring and evaluation. In June 2010, the "Global Agriculture and Food Security Programme" (GAFSP) approved a proposal to support the SCP. Under the GAFSP, FAO provides technical support for the capacity development of SCP stakeholders at all levels, particularly for SCP Component 1 (outreach to FBOs and ABCs) and Component 6 (planning, monitoring and evaluation). FAO's technical assistance team for the SCP will include four international specialists.

Under the overall joint supervision of the FAO Representative in Sierra Leone and of the Chief of the Emergency Operations Service (TCEO), the technical supervision of the Lead Technical Unit (LTU) of FAO, and in close collaboration with the SCP National Coordinator and the GAFSP Manager, the incumbent will:

- Lead and coordinate the FAO Technical Assistance team, including accountability for budgetary oversight and reporting of the FAO Technical Assistance team.
- Serve as a senior advisor to the FAO Representative for FAO project management and implementation.
- Serve as a technical resource person on matters concerning grassroot and farmer-based institution-building and organizational development.
- Oversee the design and implementation of the Farmer Field Schools (FFS) programme and the establishment of Farmer Based Organisations, in close collaboration with the SCP Coordination and Component 1 Technical Team.
- Provide analysis and recommendations to the MAFFS and the Component 1 Technical Team to formulate policies and strategies in support of the development of rural institutions.
- Mentor and strengthen SCP and Component 1 Technical Team and decentralised district staff capacity through appropriate on-the-job capacity building.
- Contract service providers in close collaboration with the GAFSP Management for the capacity building and support of farmer based organisations and ABC management and be responsible for the supervision and quality assurance.
- Lead the design and implementation of specialised studies relevant to ABCs, FBOs and FFS to document best practices and share lessons learned with internal implementing partners and other stakeholders.
- Perform other related duties as required.

** APPOINTMENT/PROMOTION TO THIS POSITION IS TEMPORARY, WITH POSSIBILITY OF EXTENSION

MINIMUM REQUIREMENTS

Candidates should meet the following:

- University degree in agriculture, economics, social sciences, or related field
- Ten years of experience in capacity development for rural institutions in developing countries
- Working knowledge of English

SELECTION CRITERIA

Candidates will be assessed against the following:

GUIDELINES TO APPLICANTS

Examine carefully the relevancy of your qualifications by reviewing the Duties & Responsibilities of the position and the requirements that are needed in order to perform the job successfully.

HOW TO APPLY

Please provide a **completed FAO Personal History Form**, found on the Internet site.

- Your application should be typewritten (where possible), signed and dated.
- Clearly indicate in the appropriate box on the Personal History Form and on the front of your application, the title of the post and the Vacancy Number.
- Submit a separate application for each position for which you are applying.
- Send your application to the address (mail, e-mail, or fax) indicated on the Vacancy Announcement.
- Internal candidates should provide 10 copies of their application.

Applicants will be contacted directly if selected for an interview.

FILLING IN THE FAO PERSONAL HISTORY FORM

LANGUAGE SKILLS

Please list the languages with which you are familiar, beginning with your mother tongue, indicating the extent of your knowledge as:

- Excellent/Good = Working knowledge: You will be expected to work independently using the language required, to prepare a variety of written communications (correspondence, reports, working papers, etc...), to participate actively in meetings and in work-related discussions, etc.
- Fair = Limited knowledge: You will be expected to follow work related discussions or meetings, even though you may wish to intervene in another official language. You will be expected to participate in simple conversations, to use the telephone, to read and understand work-related texts and to write simple communications, etc.
- Slight

COMPUTER SKILLS

- Indicate your word processing skills and knowledge of database/spreadsheet (e.g. Excel, Access), or any other office automation software known and used.
- If applicable, specify your work experience in data entry/retrieval and programming skills. Indicate knowledge of programming languages and operating systems.

ACADEMIC QUALIFICATIONS

Starting with the present and going in back in time, please give details of:

- Period of study with name and location of the academic institution,
- Title of study obtained, both in the original language and in English, indicating the subject(s) of specialization and year degree* was/is to be awarded,
- List any other relevant training or formal education that may be relevant to your application.

If selected for an interview, you will be expected to provide FAO with certified copies of your academic qualifications.

** A university degree is a title of study substantiated by at least 3 years of full time study (equivalent to a BA or BSc) from a bona fide institution. An advanced university degree is equivalent to a Masters degree.*

EXPERIENCE

- Relevant professional experience is counted from the time of attainment of the first relevant degree.
- Endeavour to demonstrate how your experience meets the requirements of the post.

OTHER INFORMATION

- If applicable, give the number of publications and provide a list and the dates of the most relevant publications.
- Provide samples of written work only upon request.