



Food and Agriculture Organization of the United Nations
PROFESSIONAL VACANCY ANNOUNCEMENT N°: TCS-72-15-PRJ

Issued on: **2 December 2015**
Deadline For Application: **16 December 2015**

POSITION TITLE:	Project Coordinator	GRADE LEVEL:	P- 3
ORGANIZATIONAL DIVISION/BRANCH:	South-South Cooperation and Resource Mobilization Division, TCS	DUTY STATION:	Rome
DEPARTMENT/OFFICE:	Technical Cooperation Department, TC	DURATION :	Fixed-Term: 1 year (extendable)
		POST NUMBER:	unidentified
		CCOG CODE:	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

TCS leads FAO's activities regarding South-South Cooperation (SSC) partnership and Resource Mobilization to support the Organization's strategic priorities for hunger eradication, sustainable production, rural poverty reduction, development of improved and inclusive food systems and building resilience of livelihoods to threats and crisis.

The Division serves as entry point with Resource and SSC partners and coordinator for the Organization's mobilization of voluntary contributions. TCS also oversees, coordinates and facilitates South-South and Triangular Cooperation partnerships across the Organization as an effective mechanism for implementing FAO's Strategic Framework, through the exchange of development solutions, promotion of platforms for knowledge management and networks, mobilization of upstream policy support, and fostering enabling environment for effective SSC among countries in the global South. It oversees the reporting to partners on the results achieved.

TCS is also responsible for Project Cycle operational management and provides policy setting, guidance and support to units responsible for operating projects (development of procedures, monitoring of compliance with resource partner agreements, project operational rules, budgetary delivery, Help Desk support and capacity development).

Reporting lines

The Project Coordinator reports to the Senior Programme Officer, TCS.

Technical Focus

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

Key Results

Coordination in support of the mobilization of voluntary contributions including through SSC for projects, focusing on agriculture, rural development, food and nutrition security, and resilience; facilitation/negotiation/formalization of grant agreements; decentralized network on SSC/Resource Mobilization coordination; capacity development and programming support and marketing; outreach and reporting to partners; guidance and support to units responsible for operating projects.

Key Functions

- Contributes to the preparation of annual work plans to achieve divisional targets;
- Collaborates in strategic thinking and related plans to further develop and facilitate implementation of the Corporate Resource Mobilization and Management Strategy (RMMS) as well as SSC partnership strategy;
- Collaborates with and supports FAO's Strategic Objectives (SOs) teams, headquarters' departments and Decentralized Offices to mobilize resources and SSC partnerships in line with defined corporate priorities;
- Facilitates 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 support to implementation, facilitates monitoring and compliance issues and ensures submission of reports, as required;
- Supports capacity development efforts in support of staff in all locations with regard to Resource Mobilization and SSC partnerships through policy development, the production of training material and delivery of training;
- Organizes and facilitates marketing and outreach activities related to FAO's SOs and defined priority areas; facilitates donor meetings, events and outreach campaigns;
- Facilitates the global Resource Mobilization and SSC functional networks and supports Regional Initiatives (RIs) teams; monitors and reports on key results.

Specific functions

- Prepares and participates in an inception mission/workshop in each country, to conduct a rapid needs assessment and identify the key gaps in the rice value chain and the specific action to be implemented by this project, customized to the country level;
- Prepares a detailed work plan at country and regional levels;
- Oversees project/programme implementation in accordance with the project document, approved work plans and budgets and the policies and procedures of FAO;
- Prepares the terms of reference for consultants to be recruited during project implementation; coordinates, supervises/monitors their performance;
- In collaboration with the beneficiary countries, identifies participants for the training courses, workshops/seminars and study tours;
- Communicates and coordinates with the Republic of Korea and the Association of South East Asian Nations (ASEAN) Secretariat on the dispatch of experts from the Republic of Korea and the ASEAN member countries;
- Coordinates the activities among the participating countries, including capacity development such as in-country training activities, training sessions at national and regional levels, exchange visits, study tours, etc., as well as transfer of rice technical know-how and technologies developed/adapted in ASEAN countries or within Africa.

CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

Minimum Requirements

- Advanced university degree in agricultural sciences, agribusiness, rural development, or related field
- Five years of relevant experience in rice policy and rural development, in particular in Asia
- Working knowledge of English

Competencies

- Results Focus
- Teamwork
- Communication
- Building Effective Relationships
- Knowledge Sharing and Continuous Improvement

Technical Skills

- Work experience in more than one location or area of work, particularly in field positions is desirable
- Demonstrated experience in rice policy and rural development
- Demonstrated experience in project coordination, implementation and monitoring, including familiarity with the funding mechanisms and reporting requirements of the donor
- Extent of experience in development of operational systems, guidelines and training materials specifically related to rice
- Ability to coordinate training, workshops and study tours
- Extent of knowledge of the Republic of Korea's rice systems and rural development policy is required

ADDITIONAL INFORMATION

- All candidates should possess computer/word processing skills.

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

HOW TO APPLY

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

Send your PPF to:

VA: TCS-72-15-PRJ

E-mail: VA-72-15-PRJ-TCS@fao.org

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