



Issued on: 13 November 2014

Deadline For Application: 11 December 2014

POSITION TITLE:	Policy Officer (Institutional Building)	GRADE LEVEL:	P-4
		DUTY STATION:	Accra, Ghana
ORGANIZATIONAL UNIT:	Regional Office for Africa, RAF	DURATION *:	Fixed-term: 2 years
		POST NUMBER:	0242047
		CCOG CODE:	1E02

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

The Regional Office for Africa (RAF) is responsible for leading FAO's response to regional priorities for food security, agriculture and rural development through the identification, planning and implementation of FAO's priority activities in the region. It ensures a multidisciplinary approach to programmes, identifies priority areas of action for the Organization in the Region and, in collaboration with departments and divisions at Headquarters, develops, promotes and oversees FAO's strategic response to regional priorities. RAF also advises on the incorporation of regional priorities into the Organization's Programme of Work and Budget and implements approved programmes and projects in the region, monitors the level of programme implementation and draws attention to problems and deficiencies. RAF develops and maintains relations with region-wide institutions including the Regional Economic Integration Organizations (REIOs).

The Regional Office supports regional, policy dialogue on food security, agriculture and rural development issues, facilitates the emergence of regional partnerships, and supports capacity development and resource mobilization for food security, agriculture and rural development in the region.

The post is located in Technical Officers Group, RAFT, within the West Africa Team, with duty station in Accra, Ghana.

Reporting Lines

The Policy Officer reports to the Senior Forestry Officer, RAFT, Team Leader of the West Africa Team.

Technical Focus

Contribute to the coordination, planning and implementation of policy-related work in West Africa.

Key Results

Comprehensive technical, statistical, analytical and/or policy analysis services and the development of specialized tools, methodologies, systems, databases and capacity development programmes to support the planning, implementation/delivery and monitoring of the programme of work and related products, projects, publications, and services.

Key Functions

- Plans and leads components of multi-disciplinary teams and short term work groups, leads and/or participates in internal committees, project teams, and working groups and provides specialized expertise on international technical networks and or technical policy and standard setting bodies.
- Develops technical, statistical, analytical, monitoring and reporting frameworks, and related tools, methodologies, systems and databases etc. to support the planning, implementation/delivery and monitoring of the programmes of work, products, projects, and services.
- Designs and conducts research, data collection, validation, analysis and/or reporting activities to support the development of technical standards, international instruments, innovative tools and methodologies, flagship publications/technical reports and/or policy proposals as well as the provision of technical specialist and/or policy advice and expertise.
- Responds to requests and provides technical/policy advice, assistance and solutions to Regional, Sub-Regional, and Country Offices and provides technical backstopping to field projects.
- Promotes international cooperation and collaboration, advocates best practices and increased policy dialogue and provides technical expertise at international meetings and conferences.
- Collaborates in capacity development activities involving knowledge sharing, the organization of training workshops, seminars, and meetings as well as the development of related materials and on-line tools and information kits.
- Participates in resource mobilization activities in accordance with Corporate strategy and Departmental plans.

Specific Functions

- Contributes to the design and implementation of a coherent FAO programme of policy support to member countries and Regional Economic Communities in West Africa, including capacity development in policy analysis, advocacy, negotiation and monitoring and evaluation;
- As a policy focal point for FAO in West Africa, leads and coordinates the planning, formulation, implementation and monitoring of FAO's policy activities, projects and programmes with sub-regional organizations and Member Countries in

- the sub-region;
- Strengthens capacities of Member countries, non-state actors and sub-regional organizations to formulate, implement and monitor policies and investment programmes;
- Enhances capacity of non-state actors to actively engage in, influences and monitors policy processes and programmes;
- Collaborates in FAO policy and programmatic support to Economic Community of West African States (ECOWAS), Union économique monétaire ouest-africaine (UEMOA), Comité permanent Inter-états de Lutte contre la Sécheresse dans le Sahel (CILSS) and other relevant organizations in West Africa;
- Collaborates in the regular communication and collaboration with the New Partnership for Africa's Development (NEPAD) Planning and Coordination Agency, the African Union Commission's Department of Rural Economy and Agriculture and diverse development partners engaged in the Comprehensive Africa Agriculture Development Programme (CAADP) process;
- Collaborates with FAO's internal CAADP coordination processes and structures;
- Prepares technical papers on selected policy issues, in collaboration with other FAO units and external partners;

CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

Minimum Requirements

- Advanced University degree in Economics, Agricultural or Development Economics or a related field.
- Seven years of relevant experience in economic and quantitative analysis of food and agricultural issues, natural resources use, food demand, agricultural and rural development policies or related areas.
- Working knowledge of English and French.

Competencies

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

Technical/Functional Skills

- Work experience in more than one location or area of work, particularly in field positions is desirable and field experience at both national and regional levels in sub-Saharan Africa, particularly West Africa would be an asset.
- Extent and relevance of international experience and expertise in policy analysis and assistance, and capacity and institutional development in the area of food security, agriculture and rural development.
- Extent of knowledge of current and emerging food security and agricultural development policy and investment issues at continental, regional, national and sub-national levels in sub-Saharan Africa, with a focus on West Africa.
- Ability to lead collaborative work within organizations and in partnership with external actors, and supervise work of others.
- Excellent communication skills in English and French are considered a strong asset.

Please note that all candidates should adhere to *FAO Values of Commitment to FAO, Respect for All and Integrity and Transparency*.

ADDITIONAL INFORMATION

- All candidates should possess computer/word processing skills.
- Evaluation of qualified candidates may include an assessment exercise which will be followed by a competency-based interview.
- Your application will be screened based on the information provided in your iRecruitment online profile (see "*How to Apply*"). We strongly recommend that you ensure that the information is accurate and complete including employment record, academic qualifications and language skills.
- Please note that FAO will only consider academic credentials or degrees obtained from an educational institution recognised in the IAU/UNESCO list.
- Other similar positions at the same level may be filled from this vacancy notice and the endorsed candidates will be considered for the Employment Roster for a period of 2 years.
- Candidates may be requested to provide performance assessments.

REMUNERATION

A competitive compensation and benefits package is offered. For information on UN salaries, allowances and benefits, visit the International Civil Service Commission (ICSC) website: <http://icsc.un.org/rootindex.asp>

HOW TO APPLY

To apply, visit the iRecruitment website at <http://www.fao.org/employment/irecruitment-access/en/> and complete your online profile. Only applications received through iRecruitment will be considered.

Candidates are requested to attach a letter of motivation to the online profile.

Vacancies will be removed from iRecruitment at 23:59 Central European Time (CET) on the deadline for applications date. We encourage applicants to submit the application well before the deadline date.

If you need help, or have queries, please contact: iRecruitment@fao.org

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