



Food and Agriculture Organization of the United Nations

**PROFESSIONAL VACANCY ANNOUNCEMENT N°: IRC2931**

Issued on: **6 July 2015**

Deadline For Application: **3 August 2015**

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POSITION TITLE:	<b>Junior Professional Officer (Policy)</b>	GRADE LEVEL:	<b>P-1</b>
ORGANIZATIONAL UNIT:	<b>SUBREGIONAL OFFICE FOR SOUTHERN AFRICA (SFS)</b>	DUTY STATION:	<b>Harare (Zimbabwe)</b>
		DURATION:	<b>Fixed-term: two years</b>
		POST NUMBER:	<b>2004200</b>
		CCOG CODE:	<b>1.E</b>

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\* 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.**

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### **Organizational Setting**

The Subregional Office for Southern Africa (SFS) is responsible for leading FAO's response to subregional priorities in food security, agriculture and rural development through the identification, planning and implementation of FAO's activities in the Subregion. It assists the FAO Representations (FAORs) in the Subregion with addressing subregional food security, agriculture and rural development issues at country level. It ensures a multidisciplinary approach to programme delivery and, in collaboration with expertise based at Headquarters and at the Regional Office, ensures efficient implementation of FAO's Strategic Framework, including through a broad range of partnerships and collaboration with Regional Organizations.

The post is located at the Subregional Office for Southern Africa in Harare, Zimbabwe.

### **Reporting Lines**

The Junior Professional Officer (Policy) reports to the Subregional Coordinator for Southern Africa, and maintains contacts with FAO Headquarters in Rome for functional guidance on matters relating to policy and governance support in the food and agricultural sectors.

### **Technical Focus**

Provides analytical and operational support for results-based policy assistance and governance work of decentralized offices in the Subregion in relation to policy issues and programmes.

### **Key Results**

Analysis of information, policy briefs.

### **Key Functions**

- Analyzes relevant technical social, economic, environmental, and technology information, data and/or statistics for input in various documents
- Maintains records and updates databases and web pages
- Provides technical support to various projects
- Collaborates in the development of training tools and materials and the organization of workshops/seminars etc.
- Participates in the organization and follow-up of meetings, consultations and conferences, the production of required materials and the provision of information and assistance to partners

### **Specific Functions**

- Supports in the preparation of policy briefs, reports and/or projects briefs in the subregion
  - Supports and participates in capacity development activities, involving the provision of technical advice and assistance
  - Supports the monitoring of policies and plans of action at subregional and country level
  - Supports the improvement of the rationale, policy scope and relevance of Country Programming Frameworks towards achieving FAO's global goal
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## CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

### Minimum Requirements

- Advanced university degree in agricultural economics, development economics, rural sociology, food security, nutrition, sustainable agriculture (including livestock, forestry and fisheries), or related field
- One year of relevant experience in policy analysis relating to food and nutrition security, agriculture and rural development
- Working knowledge of English and limited knowledge of one of the other languages of the Organization (Arabic, Chinese, French, Russian, Spanish)

### 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
- Extent and relevance of experience in collecting and analysing technical information and data as well as preparation, editing and revision of technical/scientific documents
- Extent and relevance of experience in the field of policy analysis relating to food and nutrition security, agriculture and rural development
- Extent and relevance of experience in organizing meetings and workshops

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

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### 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.
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### 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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### 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](mailto:iRecruitment@fao.org)

