

Advertisement

Associate Professional Officer (APO)



Food Security and Rural Development

Closing date:
24 May 2015

I General information

Title:	APO - Food Security and Rural Development
Sector of Assignment:	Food Security and Rural Development
Country:	Rwanda
Location (City):	Kigali
Agency:	FAO Representation
Duration of Assignment:	Initially one year with the possibility to extend up to 3 years
Grade:	P1 step 1 or P2 step 1 in the first year, depending on the level of education and relevant working experience

Note: this post is opened in the context of the Junior Professional Officer (JPO) scheme sponsored by the Government of the Netherlands and is addressed exclusively to **candidates with the Dutch nationality**. For criteria see the website of Nedworc Foundation:

<http://www.nedworcfoundation.nl/Index.htm?hoofdpath=/NL/JPO/General%20Information.htm&hofdhash>

PLEASE READ THE CRITERIA AND FAQ SECTION CAREFULLY BEFORE CONSIDERING APPLYING

II Duties, responsibilities and Output Expectations

General

FAO Rwanda has developed its Country Programming Framework (CPF) for the years 2013-2018, fully aligned to the national development frameworks (Economic Development and Poverty Reduction Strategy (EDPRS II), Strategic Plan for Agriculture Transformation (PSTA III), the United Nations Development Assistance Programme (UNDAP) and the FAO Strategic Objectives (SOs).

The APO will support FAO to implement the Country Programming Framework (CPF) which is comprised of the following four Key Priority Areas:

- o Priority area 1: Coping mechanisms to improve food security, nutrition and resilience;
- o Priority area 2: Sustainable use of natural resources to increase agricultural productivity;
- o Priority area 3: Agri-business and value chain development;
- o Priority area 4: Agricultural Knowledge Management.

Responsibilities JPO

The APO will be posted in the Programme Unit under the direct supervision of the Assistant FAO Representative in charge of the Programme. In close collaboration with the programme team, the APO work will be supporting the delivery of four key development areas as highlighted by the CPF such as:

- (a) Improve food security, nutrition and resilient livelihoods for vulnerable populations;

- (b) Sustainable use of natural resources to increase agriculture and livestock productivity;
- (c) Agri-business and value chain development;
- (d) Agriculture Knowledge Management to support evidence-based governance.

In that regard, the APO will support the following tasks:

- 1) In partnership with key involved national institutions and FAO team, provide technical support to the formulation and implementation process of new pilot interventions meant to build a common vision for Sustainable Food and Agriculture in Rwanda (SFA). The interventions will focus on activities related to water resource management through Small Scale Irrigation; Forestation and Land Restoration.
- 2) In collaboration with the FAO country team, assist implementing FAO activities under the Joint Flagship Programmes, i.e. Value Chain development, Green Economy, Women and Youth Employment;
- 3) Participate actively in policy dialogue and governance fora within the Agriculture Sector e.g. Sector Working Group, Sub-Working Group on Soil Conservation and Irrigation co-chaired by FAO, Sub-Working Group on Dairy and Livestock; Bi-Annual Joint Sector Reviews and provide relevant inputs to policy actions as required;
- 4) On semi-annual basis, lead the process of updating the country brief documenting CPF implementation progress, challenges, lessons learned and futures perspectives taking into consideration the policy context;
- 5) In collaboration with Project Managers, support the quarterly documentation and tracking of impacts generated by all ongoing interventions in the areas of sustainable food production, nutrition, improved livelihoods and job creation, value chains development, natural resource management, capacity development (technical and financial) to farmer's Organizations, Government institutions or civil society;
- 6) Participate in other working groups under various sectors and subsectors in which FAO is involved e.g. forestry, nutrition, food safety, environment etc;
- 7) Contribute to FAO Rwanda's input to reporting requirements from the FAO Subregional Office for Eastern Africa (SFE) and the FAO Regional Office for Africa (RAF);
- 8) Participate to the annual/biannual planning, monitoring and reporting of the Rwanda UNDP 2013-2018;
- 9) Participate in the field missions, workshops and seminars organized by FAO, other Sister UN agencies, Government, development partners and other relevant stakeholders, as requested by the FAO Management.

The APO will interact much with UN agencies through One UN in the process of joint planning, monitoring and reporting.

III Training component: Learning elements and expectations

- Given the support role of the APO within FAO Country Office and expected relevant strategic contribution in the national development arena, the incumbent APO will actively work towards personal learning and development in one or more practice areas and applying newly acquired skills through regular knowledge sharing work that is part and parcel of the APO's assignments.
- Taking into consideration that the incumbent is a young graduate who needs to develop a structured learning experience, FAO will facilitate a smooth and successful inception phase so as to enable to match previous academic knowledge and development practice, in this regard key on-the-job trainings will be envisaged i.e. Result-Based Management, FAO's projects

management cycle and budget revision exercises, Human Right-Based Management, Gender Mainstreaming in development programming, projects formulation and analysis, to mention a few.

- The FAO Representation will appoint a mentor colleague to advise and facilitate the APO's work plans and specific deliverables. The APO will be encouraged to work in teams but also work independently so as to develop her or his abilities to be innovative and creative at work.
- The APO position includes a Duty travel and training allowance (DTTA) of \$4,000 per year which may be used for learning activities related to the assignment and career development

At the end of the assignment the JPO will be able to:

- Improved skills and abilities in providing tailor-made advisory services to programmes/projects, policy frameworks in the context of Agriculture and Food Security/Nutrition, Value chain development ; Natural resource management, Agricultural knowledge management;
- Practical application of cross-cutting management approaches such as RBM,HRBM ,Gender mainstreaming into the real programming and policy dialogue, and analysis ;
- Improved knowledge and skills in collecting, analysing and presenting research outputs to leverage evidence-based management and policy actions;
- Increased networking and integration into development stakeholder working groups or Forums to share best practices and knowledge
- Drafting project documents

IV Supervision

Title of supervisor:

The FAO Country Representative in Rwanda will be responsible for the overall supervision, whereas the day-to-day supervision will be ensured by the Assistant FAO Representative in charge of the Programme.

Content and methodology of supervision:

The methodology of supervision will be through regular consultation meetings and review of the written outputs.

Depending on prior knowledge and experience of the APO, annual work plans will be established, assignments will be made in terms of objectives and priorities; guidance will be provided on FAO policies and procedures; work will be reviewed in terms of its contribution to the goals and objectives of the programme. These activities will be implemented through regular informal contacts and formal sessions with the APO, the supervisor and other technical and operational staff, if applicable. The formal periodic evaluation of the APO's objectives, performance and achieved training and learning experience will be an integral part of this process.

V Required Qualifications and Experience

Education:

University Degree in Agriculture, Agricultural Economics, Food Security, Natural Resource Management, Agribusiness, Rural Development or Agriculture Policy Analysis and Research.

Working experience :

Preferably two up to a **maximum** of four years of work experience in agriculture policy research and analysis or related fields.

Computer skills: Proficient in MS Office, presentation acumen, familiar with databases and analytical skills of statistical data

Languages :

oral and written English. Working Knowledge of French is an asset.

Key competencies

- Strong oral and written communication skills; Ability to work within a multicultural and multidisciplinary environment; strong negotiation skills and ability to work in teams and independently; result-oriented and flexible to meet tight deadlines and undertake emerging tasks; demonstrate integrity and high professional ethics.

VI Background information on Agency/Department/Section

In Rwanda, the Food and Agricultural Organization of the UN (FAO) opened its Representation in 1985. Throughout that period, it has been working closely with the Government of Rwanda, other UN agencies, Developing Partners, NGOs, Civil Society and Local Communities to enhance agricultural production and strive to ensure food security. The support from FAO had focused on following areas:

- Emergency relief and rehabilitation;
- Capacity building and technical assistance;
- Food security and poverty reduction;
- Assistance in Policy development under the areas related to FAO's Mandate.

Since 2007 Rwanda is one of the eight pilot Delivering as One (DaO) countries, where the UN team is required to harmonize its development support to effectively align to national priorities through joint programming. The UNDAP guides the work of UN agencies, funds and programmes in Rwanda for the period July 2013 - June 2018.

FAO is mainly active in three Development Results Groups (DRG1; DRG3 and DRG4) within the four which compose UNDAP:

- DRG 1: Inclusive Economic Transformation
- DRG 2: Accountable Governance
- DRG 3: Human Capital Development
- DRG 4: Disaster Management and Humanitarian Response

Specific programmes/projects and activities on which the APO will be working on:

FAO Rwanda has developed its Country Programming Framework 2013-2018, fully aligned to the national development frameworks (EDPRS II (Economic Development and Poverty Reduction Strategy), PSTA III (Strategic Plan for Agriculture Transformation), etc., and the UNDAP and the FAO Strategic Objectives (SOs).

The FAO country office responds to requests from the Government and related institutions, interacts with FAO headquarters, regional and sub-regional units and development partners in Rwanda, and ensures implementation of the planned interventions.

The FAO Representation in Rwanda consists of two operational units: i) Programme and ii) Administration & Finance. The APO will work under the Programme Unit, and will have some interactions with the Unit in charge of administration and finance.

The FAO Programme Unit covers a wide range of activities, such as collection and dissemination of information and data relating to FAO's mandate, projects identification, formulation, implementation and monitoring, participation in consultation meetings with the Government, the One UN framework; donors and civil society, and participation/contribution to seminars and workshops organized by various development partners.

The Programme Unit is responsible for positioning and follow-up of FAO's mandate vis-à-vis the Government, in particular Ministries in charge of agriculture, animal resources, fisheries, nutrition, forestry, land, water, environment, trade, and liaison with the relevant focal points.

VII Information on living conditions at Duty Station

General information on Rwanda:

The Republic of Rwanda is a landlocked country in the Great Lakes region of east-central Africa, bordered by Uganda, Burundi, the Democratic Republic of Congo and Tanzania. With almost 11 million people, Rwanda supports the densest population in continental Africa most of whom engages in subsistence agriculture and 3/4 of the population live below the international poverty line of USD 1.25 a day. Rwanda is a verdant country of fertile and hilly terrain and bears the title "Land of a Thousand Hills".

The country has received considerable international attention due to its 1994 genocide, in which between 800,000 and one million people perished. In 2008, Rwanda became the first country in history to elect a national legislature in which a majority of members were women. The country now has many international visitors and is regarded as a safer place for tourists.

Housing prices differ considerably depending on the desired standards. Internet is not quite expensive and somewhat reliable.

Kigali has four main public hospitals with up-to-date equipment and qualified personnel. There are also many private clinics and pharmacies.

A combination of tropical location and high altitude ensures that most of Rwanda has a temperate year-round climate. Temperatures rarely stray above 30 degrees Celsius by day or below 15 degrees Celsius at night throughout the year. Throughout the country, seasonal variations in temperature are relatively insignificant.

The major spoken languages are Kinyarwanda, English and French

From the last ten years, Rwanda embarked on the use of ICT in many sectors to improve efficient service delivery. In that regard, Human Resource process outsourcing is one the areas using online technologies to facilitate the communication between job seekers and employers operating in Rwanda e.g. Public or private sector, Local and International Organizations engaged in various sectors.

Job opportunities for accompanying partners: Since five years, there are two leading companies in providing services of online recruitment and vacancy advertisement as following:

- a) JOB IN Rwanda Ltd , <http://www.jobinrwanda.com>
- b) NTF Consult Ltd , <http://www.nftconsult.com>

Apart online advertising of available job openings in Rwanda , an annual career fair is organized whereby the two stakeholders (Job Seeker and Employer) meet in the same place for one-to-one interviews. This event is organized and facilitated by the Government of Rwanda through Rwanda Development Board (RDB),the Private Sector Federation (PSF),and other companies involved in HR outsourcing.

VIII How to apply

Applicants are required to submit their applications through the FAO iRecruitment online system.

To apply, please visit the iRecruitment website at: <http://www.fao.org/employment/irecruitment-access/en/> and follow the below steps:

1. Register in iRecruitment to create your account and complete your online profile. For step-by-step instructions, please consult the [Guidelines for Applicants](#).
2. Attach to your online profile a **Letter of Motivation** and a **copy of your highest academic achievement**.

3. Apply to the "Call for Applications" No. **IRC2855** by **24 May 2015**. Vacancies will be automatically removed from the site at 23:59 hrs CET on the deadline for applications date.

Please ensure that you have completed your online profile in all sections and attached the required documents. **Incomplete applications will not be evaluated.**

Upon submitting your application, you will receive an online automatic acknowledgement. Only short-listed candidates will be contacted.

The successful candidate will need to be able to start the assignment as soon as possible.