


<h1>Vacancy announcement</h1>		
<h2>UN JPO Programme</h2>		
<h3>JPO in Field Coordination</h3>		
United Nations Office for the Coordination of Humanitarian Affairs (OCHA), Somalia Office, Field Coordination Unit		<b>Closing date</b> <b>10 March 2026</b> <b>6pm EST</b>
<b><u>Vacancy Announcement # 25P208</u></b>		
<b>I General information</b>		
<b>Title:</b>	JPO in Field Coordination	
<b>Sector of Assignment:</b>	Humanitarian Affairs	
<b>Country:</b>	Somalia	
<b>Location (City):</b>	Mogadishu	
<b>Agency:</b>	United Nations Office for the Coordination of Humanitarian Affairs (OCHA), Somalia Office, Field Coordination Unit	
<b>Duration of Assignment:</b>	Initially one year with the possibility to extend up to a maximum of 3 years	
<b>Grade:</b>	P2 step 1 in the first year	
<p>This post is opened in the context of the Junior Professional Officer (JPO) scheme sponsored by the Government of the Netherlands and is addressed <b>exclusively</b> to <b>CANDIDATES WITH CITIZENSHIP OF ONE OF THE FOLLOWING COUNTRIES*</b>:</p> <p>Afghanistan, Bangladesh, Benin, Burkina Faso, Burundi, Chad, Colombia, Democratic Rep. Congo (DRC), Ethiopia, Ghana, India, Indonesia, Iraq, Ivory Coast, Jordan, Kenya, Lebanon, Mali, Mozambique, Niger, Nigeria, Palestinian Territory, Senegal, South-Sudan, Tunisia, Uganda, Ukraine, Vietnam, Yemen</p> <p><i>*Nationals of the country where the position is located cannot be considered</i></p> <p>Eligibility is restricted to candidates who are 32 years of age or below as of 31 December of the application year (i.e. born on or after 1 January 1994).</p> <p>For general information on the Dutch JPO Programme please visit the website of the Nedworc Foundation: <a href="#">Junior Professional Officer Programme - Nedworc Foundation</a></p> <p><b>Please read the criteria and FAQ section carefully before applying.</b></p>		
<b>II Duties and responsibilities</b>		
<p>This JPO position supports the work of OCHA's Field Coordination Unit in Mogadishu. Under the direct supervision of the Head of Field Coordination Unit and oversight of the Head of Office, the JPO/Associate Humanitarian Affairs Officer will play a key role in ensuring the primary objectives of OCHA Somalia are met.</p>		

Within delegated authority, the Junior Professional Officer will be responsible for the following duties:

- Support Field Coordination Unit (FCU) to bolster linkages between the national and sub national clusters.
- Provide surge support (remote and on-site) capacity to new or ongoing crises or general field level coverage, including frequent travel to field offices during critical periods to backstop
- Support preparation for high-level visits/missions. This will include planning of activities, communication with the field offices (target area for visits) and development of mission reports.
- Support drafting of presentations for the ICCG by the HoFCU and document/follow up on meeting action points.
- Support the FCU weekly strategic team meetings, including drafting meeting minutes and tracking action plans.
- Support the field offices and follow up on issues identified or submitted by the State Humanitarian Coordination Group (SHCG) and ABCs to the Head of Field Coordination.
- Work closely with the field office to collate and document SHCG meeting calendars and action points and follow through with the implementation of the action points.
- Support capacity building, training and coaching of staff as necessary/appropriate.
- Initiate, supervise and finalize position papers on humanitarian, emergency relief and related issues; organize follow-up work, including inter-agency technical review meetings to support policy development work and decision-making on important issues; and ensure the implementation of recommendations emanating from relevant studies.
- JPO staff will also be called upon to travel to the sub-offices to fill the gaps where needed.

### **III Training component: Learning elements and expectations**

On completion of the assignment, the JPO will have knowledge on:

- Humanitarian coordination and information management
- Advocating for the needs of affected populations and mobilizing resources
- Developing and monitoring humanitarian projects in a complex emergency context
- Representing the UN in high-level meetings and negotiations

The JPO Programme includes the following learning elements:

- Participation in the “2026 JPO Orientation Programme” organised by the United Nations System Staff College in Turin from 9 to 27 November 2026.
- Possibility to participate in the Organization’s learning and development programmes for staff at all levels. Programmes are aimed at developing core values, core competencies and promoting a shared organizational culture and values
- The JPO 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 to career development.

### **IV Supervision**

**Title of supervisor:** Head of Field Coordination

#### **Content and methodology of supervision**

**Establishment of a Work Plan:** During the first month of the assignment, the Junior Professional Officer (JPO) will work jointly with his/her direct supervisor to finalize an agreed upon work plan. The final work plan will be discussed and mutually agreed to by the JPO and his/her supervisor.

**Evaluation:** The United Nations Performance Evaluation System (e-performance) will serve as a primary platform to evaluate of the JPO's performance.

The JPO will be subjected to the same methodology of supervision with performance review at mid and end of the year. However, continuous feedback and interaction will take place throughout the year. Weekly meetings with the supervisor to review progress and provide guidance.

## **V Required Qualifications and Experience**

### **Education:**

An advanced university degree (master's degree or equivalent) in social science, public administration, law, development studies, international affairs or other relevant disciplines is required.

*In exceptional cases, candidates with a first-level university degree (bachelor's degree or equivalent) in combination with two additional years (i.e. a minimum of 4 years) of qualifying experience may be accepted in lieu of an advanced university degree.*

Substantive parts of the candidates' academic qualification (Bachelor and/or Master) must have taken place in a country that appears on the list of eligible countries.

[eligible-countries-DC-JPOs.pdf](#)

### **Work experience:**

Minimum of two years of progressively responsible work experience in humanitarian affairs, emergency preparedness, crisis/emergency relief management, rehabilitation, development, or other related area (a minimum of four years with a first-level university degree (bachelor's degree or equivalent)).

Experience in coordination of humanitarian assistance/relief is required.

Work experience within the UN system should not exceed 1 year (including internships, UNV and consultancies)

Only work experience acquired **after the first-level university degree** (bachelor's degree or equivalent) can be considered.

Internships and volunteering may be counted at 50% if considered relevant.

### **Languages:**

English and French are the working languages of the UN Secretariat. For this position, fluency in English is required.

### **Other skills:**

- Proficiency in Microsoft Office suite and data analysis tools
- Experience with humanitarian coordination tools and platforms.
- Strong interpersonal and communication skills

### **UN competencies:**

**PROFESSIONALISM:** Shows pride in work and in achievements; Demonstrates professional competence and mastery of subject matter; Is conscientious and efficient in meeting commitments, observing deadlines and achieving results; Is motivated by professional rather than personal concerns; Shows persistence when faced with difficult problems or challenges; Remains calm in stressful situations.

**COMMUNICATION:** Speaks and writes clearly and effectively; Listens to others, correctly interprets messages from others and responds appropriately; Asks questions to clarify, and exhibits interest in having two-way communication; Tailors language, tone, style and format to match the audience; Demonstrates openness in sharing information and keeping people informed

**TEAMWORK:** Works collaboratively with colleagues to achieve organizational goals; Solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; Places team agenda before personal agenda; Supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; Shares credit for team accomplishments and accepts joint responsibility for team shortcomings

**ACCOUNTABILITY:** Takes ownership of all responsibilities and honors commitments; Delivers outputs for which one has responsibility within prescribed time, cost and quality standards; Operates in compliance with organizational regulations and rules; Supports subordinates, provides oversight and takes responsibility for delegated assignments; Takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.

#### **Workforce Diversity**

The United Nations believes that an inclusive culture attracts the best talent and encourages all qualified applicants, regardless of gender, disability, sexual orientation, cultural or religious backgrounds, to apply.

### **VI Background information on Agency/Department/Section**

The situation in Somalia remains fragile with continued climatic variability, instability and lack of basic social services. In 2022, Somalia experienced the worst drought in 40 years with pockets facing the risk of famine. OCHA's role is to coordinate effective and principled inter-agency humanitarian response and ensure that relief assistance reaches the people who need it in a timely manner.

The Field Coordination Unit (FCU) is part of the OCHA Somalia Operations and is responsible for coordinating the OCHA field activities in Somalia. The FCU works closely with the ICCG, UN agencies, NGOs, and local authorities to ensure a coherent and effective humanitarian response. In line with OCHA's global mission, OCHA Somalia continues to:

- Advocate for access to basic services, especially water, sanitation, education and health for vulnerable communities, including the collection, analysis and dissemination of information to humanitarian partners, and negotiation of access.
- Support the government efforts and humanitarian organizations in relocation of internally displaced and return.
- Support Government efforts in dealing with the ongoing drought and building the capacity of Government focal points on humanitarian issues.
- Coordinate the implementation of humanitarian response in Somalia with UN agencies and programmes, national and international NGOs and local authorities/communities as appropriate, with focus on strengthening the cluster approach.
- Enhance a protective environment.

### **VII Information on the Duty Station**

The United Nations classifies duty stations into six categories (H, A, B, C, D, E) based on living and working conditions. Categories range from H (Headquarters) to E (most difficult). Mogadishu is designated as a non-family duty station and with a hardship classification E.

More information on the hardship scheme can be found via [International Civil Service Commission \(ICSC\)](#)

More details on living conditions at the duty station will be provided at the time of onboarding.

## VIII How to apply

Applicants should submit their application **online** via:

<https://owa.undesa.it/oas/oas.aspx?CMD=START&CP=7>

More information on how to apply can also be found on the following website:

<https://jpo.desa.un.org/>

Applications must be received no later than **10 March 2026, 6.00 pm (Eastern Standard Time UTC-5, New York USA)**. Applications received after this date will not be considered.

Applicants will receive a confirmation of receipt.

**Only short-listed candidates will be contacted thereafter.**