

# Job Title: Programme Policy Officer FT NOA-Aleppo VA021/2017

## POSTING DATE

From 19 March 2017 To 2 April 2017

## CONTRACT TYPE & DURATION

Type: Fixed term contract

Duration: One year

## ABOUT WFP

The World Food Programme (WFP) is the world's largest humanitarian agency fighting hunger worldwide. WFP pursues a vision of the world in which every man, woman and child has access at all times to the food needed for an active and healthy life. The Office of the United Nations World Food Programme in Syria is currently seeking a qualified candidate for Programme Policy Officer FT NOA in Aleppo

## ORGANIZATIONAL CONTEXT

These jobs are found in Headquarters (HQ), Regional Bureaux (RBs) or Country Offices (COs) and job holders report to a more senior Programme Policy Officer.

Job holders are likely to be working under the close support and guidance of a more experienced professional staff member receiving guidance and regular feedback on work performed. They are typically involved in programme or policy activities or similar nature and analytical work of limited complexity.

## JOB PURPOSE

To provide support to policy and programme activities that effectively meet food assistance needs.

## KEY ACCOUNTABILITIES (not all-inclusive)

1. Contribute towards the development of a limited number of projects, plans and processes, ensuring alignment with wider programme policies and guidance.
2. Provide project management support to specific and defined programmes and projects of small to moderate size that are relatively straight forward in nature, ensuring a coordinated approach with wider programmes that complies with WFP standards and procedures.
3. Follow data gathering and monitoring systems ensuring that rigorous quality standards are maintained.
4. Research and analyse policy and operational issues to support senior colleagues in the development of policies, programmes and activities.
5. Contribute to the preparation of accurate and timely reporting on programmes and activities that enable informed decision making and consistency of information presented to stakeholders.
6. Liaise with internal counterparts to ensure effective collaboration, monitor ongoing projects.
7. Support the identification, development and management of potential partnerships to collaborative working leading to improved food assistance packages.
8. Support the capacity building of WFP staff, partners and national government to prepare for and respond to food assistance needs, e.g. through project management support of learning initiatives.
9. Provide guidance to support staff, acting as a point of referral and assisting them with analysis and queries.
10. Other as required.

## FUNCTIONAL CAPABILITIES

Capability Name	Description of the behaviour expected for the proficiency level
<b>Programme Lifecycle &amp; Food Assistance</b>	Demonstrates ability to identify key variables and contextual factors that affect food assistance problems and programmes throughout the lifecycle to inform quality programme design or re-design.
<b>Transfer Modalities (Food, Cash, Voucher)</b>	Demonstrates ability to analyse and consolidate quantitative and qualitative information from different sources (e.g., market studies) to inform transfer modality selection and programme development.
<b>Broad Knowledge of Specialized areas (i.e. Nutrition, VAM, etc.)</b>	Demonstrates the ability to interpret basic data in the context of WFP specialised fields to contribute to technical programme design, implementation and monitoring.
<b>Emergency Programming</b>	Displays capacity to provide inputs into the development, implementation and realignment of high quality emergency programmes.
<b>Strategic Policy Engagement w/ Government</b>	Develops thorough recommendations using multiple inputs (e.g., government counsel, research, own experience) to strengthen national or subnational entities and government owned food and nutrition security programmes.

## STANDARD MINIMUM QUALIFICATIONS

**Education:** Advanced University degree in International Affairs, Economics, Nutrition/Health, Agriculture, Environmental Science, Social Sciences or other field relevant to international development assistance, or First University Degree with additional years of related work experience and/or trainings/courses.

**Experience:** Minimum 2 years of progressively responsible professional post graduate (i.e. after obtaining the first University degree) work experience in implementing technical programs (i.e. nutrition, etc.), and providing input into designing operations, policy discussions and decisions.

**Language:** Fluency (level C) in English language and Arabic language.

## TERMS AND CONDITIONS

- Only short-listed candidates shall be contacted.
- Candidates must get an auto confirmation email once applying.
- **Only Syrian and Syrian/Palestinian nationals can apply for this vacancy**
- **Female candidates are strongly encouraged to apply.**

## HOW TO APPLY

### WFP staff

<https://performancemanager5.successfactors.eu/sf/jobreq?jobId=22241&company=C0000168410P&username=>

### External candidates

<https://career012.successfactors.eu/sfcareer/jobreqcareer?jobId=22241&company=C0000168410P&username=>