

## VACANCY PROPOSAL FOR JUNIOR PROFESSIONAL OFFICERS (JPO)

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### GENERAL INFORMATION

**Title:** Junior Professional Officer, rural economy sectors

**Duty station:** Geneva, Switzerland

**Duration of the assignment:** 12 months, renewable

**Grade:** P2

**Department/ Field Office:** Sectoral Policies Department (SECTOR)

**Organisational unit:** Forestry, Agriculture, Construction and Tourism (FACT)

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### SUPERVISION

**Direct supervision by:**

Ms Mariangels Fortuny, Head of Forestry, Agriculture, Construction and Tourism Unit, Sectoral Policies Department (SECTOR), [fortuny@ilo.org](mailto:fortuny@ilo.org)

**Content and methodology of supervision:**

A time-bound work plan will be agreed between the JPO and the supervisor on specific deliverables of the department work plan concerning decent work in the rural economy.

Regular meetings between the JPO and the supervisor will be scheduled every two months to discuss progress of work.

As necessary, detailed instructions, guidance and coaching will be provided by the supervisor throughout the assignment.

The JPO will accompany and assist the supervisor or another assigned staff member in selected missions, seminars, workshops and meetings.

Performance management will be reviewed in accordance with ILO's Performance Management Framework, as applicable to Junior Professional Officers.

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## **INTRODUCTION**

The Sectoral Policies Department (SECTOR) is located within the Cluster on Governance, Dialogue and Rights of the International Labour Organization. It is the ILO's platform for addressing all aspects of work in various sectors of economic activity. It provides an important window on the world of work, bringing together ILO constituents at the international, regional and national levels. This approach integrates all of the ILO's strategic objectives and allows for real, practical outcomes to the ILO's work in specific sectors. SECTOR's workplan includes research, tripartite meetings, national activities, standards promotion, and cross-sectoral activities. Sectoral social dialogue provides the ILO's constituents with opportunities for interaction on issues of concern in their sector.

SECTOR leads Office work on Output 1.5. Increased capacity of constituents, partners and stakeholders to implement sectoral international labour standards, codes of practice, guidelines and tools as well as Output 3.3 Increased capacity of Member States to formulate and implement policies and strategies for creating decent work in the rural economy.

The JPO will contribute to the ILO's work to advance decent work in the rural economy at the global level and regional levels and through country-level support.

## **DUTIES AND RESPONSIBILITIES**

Under the direct supervision of the Head of the FACT Unit, the JPO will perform the following duties and responsibilities:

- Assist in undertaking research on employment and labour-related trends and developments in rural economy sectors, such as agri-food, and related supply chains, including the analysis of data, statistics, normative frameworks and national policies.
- Contribute to promote major partnerships in particular the alliance between ILO, IFAD and CARE on the promotion of decent work for food systems workers
- Contribute to the coordination of meetings, knowledge sharing and capacity building events on rural sectors and preparation of related materials, including Rural Development Academies in collaboration with ILO-ITC Turin.
- Contribute to the coordination of Output 3.3 of the ILO Programme and Budget on decent work in the rural economy, the monitoring of Country Programme Outcomes and of Global Products and reporting of results.
- Organize meetings, knowledge-sharing events and webinars on decent work in the rural economy

- Prepare presentations, policy briefs and other materials on the promotion of decent work in the rural economy.
- Undertake any other duties or responsibilities as assigned.

During the period of assignment, the JPO will contribute to the following key outputs:

- Conduct research and draft policy documents on rural sectors
- Prepare training materials for sub-regional workshops and capacity building events in particular the youth employment.
- Contribute to the preparation of project proposals and resource mobilization
- Assist in the monitoring of Country Work and Global Products linked to Output 3.3 on the promotion of decent work in the rural economy
- Assist with preparations for and servicing of SECTOR global and regional meetings

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## **QUALIFICATIONS AND EXPERIENCE**

### **Education:**

An advanced university degree, Master's degree, Post Graduate Diploma or equivalent in economics, law, social science, law or other relevant and related field.

### **Work experience:**

Minimum: Relevant work experience of two to a maximum of four years either at national or international level.

Desirable: Work experience on agriculture or rural development in a think tank, academia or in an international organization would be an advantage.

### **Skills required for the assignment:**

Minimum: Strong analytical and research skills in international development, social policy, economics, agriculture economics or other relevant fields; Good skills in the use of qualitative and quantitative research methods; Good computer skills.

Desirable: Good knowledge of the issues concerning decent work and development cooperation

### **Languages:**

Minimum: Excellent command of one working language of the ILO (English, French, Spanish).

Desirable: Working knowledge of a second and/or third working language of the ILO would be an asset.

**ILO competencies:**

The candidate is expected to demonstrate and be guided by ILO competencies, specifically:

1. **Sensitivity to diversity:** Is sensitive to, and adapts own behaviour to accommodate, the differences found in diverse work environments; treats all individuals and groups fairly and with respect, irrespective of cultural background, gender, religious belief, age, sexual orientation, marital status, physical disability or political conviction.
2. **Communication:** Communicates in a clear and effective manner, adapting language, tone and style to match the audience; ensures messages are understood; is attentive to others, and encourages open, two-way communication.
3. **Quality orientation:** Sets high quality standards; is structured, methodical, systematic and thorough; monitors and maintains quality; addresses quality issues and does not compromise quality standards.

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**TRAINING COMPONENTS AND LEARNING ELEMENTS**

**Training components:**

Through guidance of the supervisor and senior colleagues, the JPO will be trained in preparing policy papers, concept notes and work plans, conducting policy-oriented research and implementation of projects.

**Learning elements:**

- Become familiar with the mandate and functions of ILO, its tripartite structure and governing organs (International Labour Conference and Governing Body);
  - Gain experience on the promotion of decent work in the rural economy and in global supply chains;
  - Gain experience on policy oriented research, including on the future of work in the rural economy;
  - Gain experience in consensus building through facilitation of dialogue and negotiations; and
  - Get acquainted with the work of a multi-disciplinary and multi-cultural team.
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## BACKGROUND INFORMATION

The Sectoral Policies Department (<http://www.ilo.org/sector/lang--en/index.htm>) promotes decent work by addressing social and labour issues in 22 economic sectors, both at international and national levels

ILO Web site on decent work in the rural economy: <https://www.ilo.org/rural>

The portfolio of policy guidance on the promotion of decent work in the rural economy [https://www.ilo.org/global/topics/economic-and-social-development/rural-development/WCMS\\_436223/lang--en/index.htm](https://www.ilo.org/global/topics/economic-and-social-development/rural-development/WCMS_436223/lang--en/index.htm) illustrate the ILO's holistic approach to promoting decent work in the rural economy and brings together the broad range of instruments and tools developed over the past years.

ILO Web site on the future of work: <https://www.ilo.org/global/topics/future-of-work/lang--en/index.htm>

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The ILO values diversity among its staff. We welcome applications from qualified women and men, including those with disabilities.

### **Fraud warning**

The ILO does not charge any fee at any stage of the recruitment process whether at the application, interview, processing or training stage. Messages originating from a non ILO e-mail account - @ilo.org - should be disregarded. In addition, the ILO does not require or need to know any information relating to the bank account details of applicants.

The ILO has a smoke-free environment.

