



Food and Agriculture Organization of the United Nations

## Vacancy Announcement No:

Issued on:  
Deadline For Application:

Position Title:	Junior Professional Officer (Programme)	Grade Level:	P-2
		Duty Station:	Bogotá, Colombia
Organizational Unit:	FAO Representation in Colombia	Duration *:	Fixed-term, 2 years with possibility of extension
		Post Number:	
		CCOG Code:	

\*The length of appointment for internal FAO candidates will be established in accordance with applicable policies pertaining to the extension of appointments

- **FAO is committed to achieving workforce diversity in terms of gender, nationality, background and culture**
- **Qualified female applicants, qualified nationals of non-and under-represented Members and persons with disabilities are encouraged to apply**
- **Everyone who works for FAO is required to adhere to the highest standards of integrity and professional conduct, and to uphold FAO's values**
- **FAO, as a Specialized Agency of the United Nations, has a zero-tolerance policy for conduct that is incompatible with its status, objectives and mandate, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination**
- **All selected candidates will undergo rigorous reference and background checks**
- **All applications will be treated with the strictest confidentiality**
- **FAO staff are subject to the authority of the Director-General, who may assign them to any of the activities or offices of the Organization.**

### Organizational Setting

The Food and Agriculture Organization of the United Nations (FAO) contributes to the achievement of the 2030 Agenda through the FAO Strategic Framework by supporting the transformation to MORE efficient, inclusive, resilient, and sustainable agrifood systems, for *better production, better nutrition, a better environment, and a better life*, leaving no one behind.

The main objective of FAO offices, led by an FAO Representative, is to help governments formulate policies, programs and projects to achieve food security and to reduce hunger and malnutrition, to help develop the agricultural, fisheries and forestry sectors, and use their environmental / natural resources in a sustainable manner.

The position is located in the FAO Representation in Bogotá, Colombia.

### Reporting Lines

The Junior Professional Officer (Programme) reports to the Assistant FAO Representative (Programme) in Colombia.

### Technical Focus

The Junior Professional Officer (Programme) assists with the development and implementation of programmes and activities related to project formulation and implementation.

#### Key Results

Collection and analysis of information, data and statistics and project/meeting services to support programme projects, products and services.

#### Key Functions

- Collects and analyses relevant technical, social, economic, environmental, institutional and technology related information, data and/or statistics to support the delivery of programme projects as well as products and services;
- Undertakes analysis, provides technical input for plans and reports and edits/revises technical/scientific documents;
- Participates in the development of improved work methods, tools and systems;
- Updates databases and web pages;
- Participates in multidisciplinary project/work teams;
- Collaborates in the development of training tools and materials and the organization of workshops/seminars, etc.;
- Participates in the organization, conduct and follow-up of meetings, consultations and conferences, the development/production of required materials and the provision of information and assistance to partners.

### Specific Functions

- Supports the collection of information from the field that contributes to the proper management and formulation of new initiatives;
- Supports the analysis of baseline information as input for the formulation of new projects (sectoral plans, national plans, national statistics, among others);
- Assists in processing and analysing baseline information from different projects implemented by FAO, for the generation of reports to counterparts, management and formulation of new projects and mapping of initiatives implemented by FAO Colombia;
- Supports the updating of technical information and repositories derived from the implementation of projects;
- Contributes to the development of tools for operational/administrative follow-up of projects;
- Contributes to analyse information derived from project implementation and generates inputs for follow-up from the programme area.

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## **CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING**

### **Minimum Requirements**

- Advanced university degree in relevant area such as marine biology, fishery science or aquaculture, ocean science, economics, environmental studies, climate change, food and nutrition, food technology, veterinary sciences, gender policy, maritime law, food law, international law, trade law, rural development, anthropology, statistics, or related fields.
- Three years of relevant experience, including research or management of fisheries, policy development or implementation, food trade and markets, food safety and quality, field of statistics and data management of fisheries, monitoring and evaluation of policies and programmes.
- Working knowledge (proficient – level C) of Spanish and limited knowledge (intermediate – level B) of another FAO official language (Arabic, Chinese, English, French or Russian).

### **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
- Extent and relevance of knowledge and experience in related fields such as fisheries and aquaculture management, blue economy, policy advice and analysis, food and nutrition security, food systems, fisheries and aquaculture
- Extent and relevance of experience in the preparation, editing and revision of technical/scientific documents and in organizing meetings and workshops
- Extent and relevance of experience in establishing and maintaining partnerships with UN agencies, Non-Governmental Organizations (NGOs) as well as donors and government institutions and agencies
- Working knowledge (proficient – level C) of another FAO language would be an asset.

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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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