



Food and Agriculture Organization of the United Nations

## Vacancy Announcement No:

Issued on:  
Deadline For Application:

Position Title:	<b>Junior Professional Officer (Climate Change and Natural Resources Management)</b>	Grade Level:	<b>P-2</b>
Organizational Unit:	<b>FAO Representation Office in Nepal</b>	Duty Station:	<b>Kathmandu, Nepal</b>
		Duration *:	<b>Fixed-term, 2 years with possibility of extension</b>
		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.**

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.

### Organizational Setting

The main aim of the FAO country offices, which are headed by an FAO Representative, is to assist the government to develop policies, programmes and projects, to achieve food security and to reduce hunger and malnutrition, to develop the agricultural, fisheries and forestry sectors and to use their environmental and natural resources in a sustainable manner. Since its establishment in Nepal in 1951, FAO has implemented a significant number of projects and programmes in the areas of agriculture, fishery, forestry, rural development, climate change and natural resource management. Currently in Nepal, FAO projects focus on technical and institutional capacity building, policy development, enhancing agri-food production, strengthening food systems, improving food & nutrition security, sustainable natural resource management, enhancing resilience to disasters and impacts of climate change as well as threats posed by zoonotic diseases to human health through the One Health approach. FAO also contributes to the coordination of humanitarian assistance/relief and transition to livelihoods recovery within the agriculture sector, under the framework of the food security cluster.

The post is located in the FAO Representation in Kathmandu, Nepal.

### Reporting Lines

The Junior Professional Officer (Climate Change and Natural Resources Management) reports to the Assistant FAO Representative (Programme) and collaborates closely with the Climate Change Specialist and other programme colleagues.

### Technical Focus

The Junior Professional Officer (Climate Change and Natural Resources Management) assists with the development and implementation of FAO programmes and activities related to climate change and natural resources management in Nepal. More specifically, he/she will assist in the management of climate change adaptation, mitigation and resilience interventions within the agriculture, forestry and sustainable natural resource management sectors, aligning with government priorities and in line with the priorities set forth by FAO Nepal's Country Programming Framework (CPF) (2023-2027).

### 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 coordination and implementation of on-going (national, regional and global) climate change related programmes and projects in the areas of agriculture, forestry, and natural resource management;
- Assists in the formulation of new concept notes and detailed project proposals in the areas of climate change and natural resource management and contribute to resource mobilization;
- Assists in reviewing and monitoring project budgets, preparing requests for revisions as necessary, tracking budget expenditures and resources, and identifying accounting errors against budget lines;
- Assists in ensuring the completeness and quality of data and documentation in FAO's corporate systems for all assigned operational field projects and activities;
- Supports the development and strengthening of partnerships with relevant organizations and stakeholders, including government agencies, UN agencies, non-governmental organizations and the private sector for enhanced collaboration, as well as sharing of knowledge and expertise;
- Supports the organization of policy dialogues, workshops and consultation meetings, in close coordination with the programme team, government counterparts and other relevant stakeholders;
- Engages with a wide range of stakeholders to raise awareness by creating educational materials, participating in public outreach events and collaborating with the media; and
- Performs other related duties as required.

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

### **Minimum Requirements**

- Advanced university degree in relevant areas such as agriculture, climate change, environmental science, natural resource management or any other fields.
- Three years of relevant experience, including management and implementation of climate change and natural resource management project and programmes.
- Working knowledge (proficient – level C) of English and limited knowledge (intermediate – level B) of another FAO official language (Arabic, Chinese, French, Russian or Spanish).

### **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 knowledge and experience in related fields such as climate change, natural resource management, food and nutrition security, agricultural development and disaster risk reduction
- 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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