



WFP celebrates and embraces diversity. It is committed to the principle of equal employment opportunity for all its employees and encourages qualified candidates to apply irrespective of race, colour, national origin, ethnic or social background, genetic information, gender, gender identity and/or expression, sexual orientation, religion or belief, HIV status or disability.

Junior Professional Officer (JPO) Programme

**Partnerships Officer
Partnerships and Innovation Unit
Nairobi, Kenya, Regional Bureau**

TERMS OF REFERENCE

ABOUT WFP

The United Nations World Food Programme (WFP) is a highly prestigious, reputable and the world's largest humanitarian organization, saving lives in emergencies and using food assistance to build a pathway to peace, stability and prosperity for people recovering from conflict, disasters, and the impact of climate change.

We are currently seeking for a Junior Professional Officer to fill the position of Partnerships Officer with our Partnerships and Innovation Unit based in the Regional Bureau in Nairobi, Kenya

CONTEXT AND BACKGROUND

Reporting to the Partnerships Officer for Government Engagement and International Financial Institutions (IFIs), the JPO will have the unique opportunity to influence WFP's future role in the region and to ensure that, by working with others, WFP delivers real results for the millions of people in the region who face food insecurity.

The Partnerships Officer will support regional and country-level engagement with UN agencies, inter-regional bodies, governments, IFIs and other external partners. The role will foster current relationships, identify opportunities for new engagements, support RBN's broader portfolio of work in key fora as well as strengthen its relationship with key Japanese entities in the region.

GENERAL INFORMATION

- **Title of Post:** JPO Partnerships Officer
- **Grade:** P2
- **Supervisor:** Partnerships Officer
- **Unit:** Partnerships and Innovation
- **Division/Country Office:** RBN
- **Duty Station:** Nairobi, Kenya
- **Duration of assignment:** Two years

DUTIES AND RESPONSIBILITIES

Under the direct supervision of the Partnerships Officer for Government Engagement and International Financial Institutions (IFIs), the JPO will have the following responsibilities across the areas of positioning, partnering, and resourcing:

Key responsibilities across the area of positioning, partnering, and resourcing include:

- Provide support to a dynamic and diverse partnership portfolio of Member States, UN agencies, IFIs and development banks, private sector, and regional bodies such as IGAD, EAC and the African Union; maintain effective relationships to keep them informed on important, strategic operational issues and represent WFP's interests.
- Support the strategic positioning of WFP with partners as a leader in food security and nutrition in the region and strengthen WFP's narrative and advocacy on key issues such as climate, innovation, and the humanitarian-development nexus.
- Advance WFP's regional partnerships and identify opportunities for new or stronger partnerships with governments, IFIs and UN agencies such as FAO, IFAD, UNEP, UNHCR and UNICEF, through close coordination with programme colleagues and other teams.
- Support WFP's strategic engagement with IFIs at regional and country-level to diversify funding streams by positioning WFP as a leader in food security and nutrition in the region, through close coordination with HQs, Strategic Partnerships Division, and Country Offices.
- Provide support to WFP's high-profile innovation work in the region and support Country Offices scale-up innovations that provide the greatest impact for WFP beneficiaries.
- Support WFP Country Offices in the region to engage with donors and other partners for resourcing and positioning. Assist the preparation of Country Office partnership and resource mobilization strategies.
- Support in the diversification of funding streams, including through new thematic funding opportunities in the areas of climate financing, school feeding, innovative financing and other resilience and development-oriented interventions.
- Assist regional strategic needs with government donors, with a concentration on Japan, while also proactively engaging with the Japanese private sector, JICA, JAWFP, and other Japanese organisations in advancing WFP's value proposition.
- Maintain relations with regional donors and ensure they are informed on important operational issues; assist in monitoring donor policies, trends, preferences, and conditions of contributions with respect to reporting/purchasing/deadlines, and other related aspects.
- Provide quality input for Regional Director's engagement with Member States, UN agencies, host governments, IGAD and other partners on the strategy, design, relevance, and impact of programmes, to advocate for WFP's work.
- Provide key donor intelligence by data analysis using key information systems e.g. Salesforce.

ESSENTIAL QUALIFICATIONS & EXPERIENCE

Education: Advanced university degree in Law, Political Science, International Development, Economics, Journalism, International Relations, Communications or other relevant field, or First University degree with additional years of relevant work experience.

Experience: Minimum of 2 years of postgraduate progressively relevant professional experience in a relevant field of work, with a background in international humanitarian and development work. Experience in inter-agency coordination fora.

Knowledge & Skills: Ability to translate political positions and agreements into meaningful operational outcomes.
Sound theoretical understanding of international humanitarian and development concepts and principles with a broad knowledge of best practices, techniques and processes.

Understanding of political dynamics and foreign policy decision-making procedures.
Strong partnerships and communications skills.
Familiarity with UN policies, WFP operations and the East and Africa region is desirable.

Behavioral competencies: leads by example with integrity, drives results and delivers on commitments, fosters inclusive and collaborative teamwork, applies strategic thinking, builds and maintains sustainable partnerships

DESIRABLE REQUIREMENTS

To perform the wide range of tasks and excel in this position, the ideal candidate would also possess:

- Exposure to the international arena either by direct work for an international institution/organization or by interacting with international stakeholders.
- Intermediate level of one, or more, of the following official languages: French, Spanish, Arabic, Chinese, Russian, Portuguese
- WFP's international professionals are required to serve in different locations around the world during their career (including in hardship duty stations); willingness to be mobile would maximise opportunities for long-term retention into the Organization.

SUPERVISION

The JPO will be working under the direct supervision of the Partnerships Officer for Government Engagement and International Financial Institutions (IFIs). An annual work plan will be drawn up at the beginning of the assignment. This work plan will be reviewed, and the performance appraised after 6 months and at the end of the assignment. Guidance will be provided on a constant basis and coaching according to the training plan.

TRAINING COMPONENTS

- Coaching in partnership and resource mobilization policies, strategies and principles
- Coaching in WFP rules and regulations, budgetary issues and project preparation process
- External training in diplomacy, advocacy and negotiations skills
- Training on appeal processes and preparation of effective resources mobilization funding proposals
- Hands-on internal training in WFP corporate systems
- Familiarity with donors' international cooperation principles and priorities through self-study and contacts with partner representatives, both in Rome and in donors' capitals.

LEARNING ELEMENTS

At the end of the two-year assignment, the JPO should:

- be fully knowledgeable of WFP's partnership resourcing policies, strategies, and mechanisms, as well as the underlying financial rules and regulations
- have acquired thorough understanding of various partners' cooperation principles, interests, and dynamics
- be able to prepare partnership mapping and strategies in specific areas
- be able to produce appealing resources mobilization proposals, tailored to the donors' specific needs
- be familiar with WFP operations in his/her geographical area of responsibility and should be knowledgeable of the WFP project preparation and implementation cycle
- have acquired efficient partner scoping and negotiating skills.