

JOB DESCRIPTION

Position Title: Programme Analyst (JPO)	Contract type: Fixed-term appointment (Junior Professional Officer)
Grade: P2	Duty Station: IFAD Regional Office in Panama City
Department: Department of Country Operations (DCO)	Division/Unit: Latin America and the Caribbean (LAC)
Duration of Assignment: 2 to 3-year assignment (one-year fixed-term appointment renewable up to 3 years subject to satisfactory performance, recommendation by respective office and partner country agreement). Extension for a third year, possibly in a different duty station, will depend on availability of financial resources and the candidate's performance.	Effective Date: As soon as possible

Organisational Context

The International Fund for Agricultural Development (IFAD) is an international financial institution and a specialized United Nations agency dedicated to eradicating rural poverty and hunger. It does so by investing in rural people. IFAD finances programmes and projects that increase agricultural productivity and raise rural incomes, and advocates at the local, national, and international level for policies that contribute to rural transformation.

The Department for Country Operations (DCO) oversees the origination, design and management of IFAD investments, including sovereign and non-sovereign operations, as well as the design and implementation of non-lending activities within country programmes, including policy engagement and SSTC. DCO is the department that primarily interfaces with governments, the private sector and other stakeholders to deliver IFAD's programme of work and to provide oversight to ensure quality of the portfolio.

DCO is led by an Associate Vice-President and is composed of five (5) regional divisions: Asia and the Pacific Division (APR), East and Southern Africa Division (ESA), Latin America and Caribbean Division (LAC), Near East, North Africa and Europe Division (NEN) and West and Central Africa Division (WCA), the Private Sector Operations Division (PSD), and two (2) units: the South-South and Triangular Cooperation Unit (SSTC) and the fragility unit (FRU).

In Mexico, IFAD operates throughout the country in benefit of small producers and the rural population. The Fund presence in Mexico dates back to 1980. Since then, 12 investment projects have been implemented with the Government of Mexico (GoM) for about US\$ 462 million with an IFAD contribution of US\$ 250 million. The projects have been implemented through different agencies of the Federal Government, responsible for investment programmes in rural areas, with an impact on population groups and geographical areas with levels of marginalisation and poverty above the national average.

The current IFAD portfolio under implementation in Mexico is heavily focused on adaptation and mitigation of climate change through agriculture and forestry activities. Having rural smallholder farmer at the center, IFAD invest for the adoption of new production methods and technologies to build resilience to climate change. As a result, IFAD has successfully managed to mobilize climate funding for Mexico from global climate funds such as the Green Climate Fund (GCF) and the Global Environment Facility (GEF).

The project Basin Approach for Livelihood Sustainability through Adaptation Strategies (BALSAS) aims to contribute to reducing the vulnerability of the rural poor to climate change, to recover and conserve ecosystems and their services, and to strengthen the productive systems of the Balsas Basin in Mexico. The project is financed by IFAD, GCF and the Government of Mexico. Started in 2022 and will run until 2030 to benefit about 80,000 households in eight different regions.

The Agriculture and Biodiversity in Mexico Integration of Biodiversity in The Productive Activities of Rural Landscapes (AGRIBIOMEX) seeks to mainstream biodiversity in rural landscapes through the implementation of sustainable policies and practices in the agricultural sector in six rural landscapes in Mexico. The project is financed by IFAD, GEF and the Government of Mexico. Started in 2024 and will run until 2029 to benefit more than 12,000 households in six regions.

Mexico portfolio also benefits from an ongoing collaboration with Slow Food to invest in indigenous women and youth in several regions in the country. The project focus on developing profitable career pathways and entrepreneurship for indigenous people based on their cultural and food heritage. In addition, Mexico is set to start collaborations with Rabobank Partnerships in a global project for the engagement with Public Development Banks to invest more in agriculture; and with Sparkassenstiftung for the acceleration of agritech and fintech startups offering services to rural population.

IFAD in Mexico is also strongly engaged in policy dialogue with Federal Government agencies to promote the reduction of rural poverty and ensure food security through the development of new legislation and evidence. In addition, IFAD maintains close contact and partnership with other multilateral financial organizations, regional and local civil society organizations, farmers' organization and research institutions.

Supervision

Direct supervisor: Country Director of Mexico

The Programme Analyst based in Panama City, works under the supervision of Mexico's Country Director. S/he works collaboratively with the rest of the Mexico team and the LAC Division through other IFAD offices in the region (Lima, Brasilia, Haiti) and the Regional Office also located in Panama City.

Purpose of position

The accountabilities/key results expected are:

- Sound Technical Advice and Support
- Country Programme Analysis and Support
- Knowledge Management and Capacity Building support
- Partnership Building
- Monitoring, Evaluation and Reporting

The following Key Results Expected/Major Functional Activities are generic and representational. Most, but not necessarily all, will be performed by the Programme Analyst.

Duties and Responsibilities

1) Programme development, supervision and implementation support

Responsibilities include:

- a) participating in design and supervision missions to support the Mexico country programme, ensuring the inclusion of thematic activities (mainly environment and climate change adaptation) and innovative elements.
- b) Assisting in the programming of multilateral cofinancing of new projects (such as from the Global Environment Facility, Green Climate Fund, and other possible cofinancers) to support the portfolio and upscaling of activities.
- c) Providing technical support to IFAD and project staff, mission teams and national programmes at all stages of the project cycle, including design, implementation and monitoring and evaluation.

2) Partnership Building

Responsibilities include:

- a) Building partnerships with complementary technical organizations, multilateral financial organizations, civil society, and research organizations as potential operational and strategic partners at regional and country levels .
- b) Strengthening IFAD's engagement and operations with the Green Climate Fund and the Global Environment Facility.

3) Monitoring, Evaluation and Reporting

Responsibilities include:

- a) Preparing thematic reviews on project performance and results especially in the field of climate and environment.
- b) Aggregating results from IFAD supervision reports to contribute to corporate reports on adaptation and mitigation to climate change.

4) Knowledge Management and Capacity Development

Responsibilities include:

- a) Participating in the writing and revisions of knowledge documents, such as systematizations, studies, research.
- b) Preparing the dissemination and exchange of relevant knowledge material to partners and allies, to enhance development effectiveness and IFAD exposure.

Impact of Key Results/Key Performance Indicators

Technical analysis and synthesis to improve the design and implementation of projects in Mexico; knowledge sharing among peers and counterparts to enhance cooperation, complementarity and synergies across IFAD Divisions and Departments; and M&E for results and impact, measure and report on lessons learned and best practices. The Programme Analyst supports the Mexico team capacity for programme delivery and consolidates its reliability.

Representation / Work Relationships

In the context of programme development and delivery, the Programme Analyst supports the exchange of technical information. S/he builds and maintains collaborative work relationships with counterparts and other partners to enhance consistency and reliability in the provision of development assistance to governments. S/he builds work relationships with counterparts to consolidate IFAD's position as a credible and reliable partner striving for the harmonization of development activities.

Qualifications and Skills Required

Education:

- Advanced university degree from an accredited institution in agronomy, environmental studies, international studies, environmental economics, development economics, rural development, engineering, or a closely related field.
- Degree must be obtained from an accredited institution listed on <https://www.whed.net/home.php>

Experience:

- At least 2 years, preferably 3 years, of experience working on sustainable agriculture and food systems, environment and/or climate and/or issues in the context of rural development is required.
- Knowledge of international policy frameworks and conventions related to global environment, climate change and rural development is required.
- Experience in project design, implementation and supervision is required.

Language:

- Excellent written and spoken English, including the ability to set out a coherent argument in writing, presentations and group interactions.
- Basic knowledge of Spanish with a compromise to advance to intermediate level in 6 months and advance level in 12 months is required.
- Knowledge of another IFAD official language (Arabic or French) is an asset.

Organizational/technical competencies:

Organizational

- Strategic thinking and organizational development: Personal influence
- Demonstrating Leadership: Personal leadership and attitude to change
- Learning, sharing knowledge and innovating: Continuously seeks to learn, shares knowledge and innovates
- Focusing on clients: Focuses on clients
- Problem solving and decision making: Demonstrates sound problem solving and decision-making ability
- Managing time, resources, and information: Manages own time, information, and resources effectively
- Teamwork: Contributes effectively to the team

- Communicating and negotiating: Communicates effectively: creates understanding between self and others
- Building relationships and partnerships: Builds and maintains effective working relationships

Technical

- Capacity to communicate fluently with different counterparts (civil societies, government authorities, local communicates, project staff) to align parties and build networks.
- Writes clearly, succinctly, and convincingly listens and communicates effectively to engage others.
- Ability to share technical guidance/knowledge at the peer level.
- Ability to manage multiple work streams simultaneously and meet deadlines.
- Ability to work effectively with people of different national and cultural background.
- Ability to work in a team environment to achieve common goals.
- Ability to plan and work of a mid-sized team.
- Ability to interpret data, present rational conclusions and defend recommended actions.
- Produces well-structured, factually, and analytically accurate reports.
- Captures experience and knowledge from assignment for wider dissemination.
- Experience in monitoring an evaluation of projects and programs.
- Ability to work well with multi-cultural teams.
- Ability to set out a coherent argument in writing, presentations, and group interactions.
- Good working knowledge of Windows-based computing, and electronic communication.

Training Points:

- On the job training in work related areas on a wide range of new and emerging issues with a focus on delivering results and impact.
- Participation in trainings organised by IFAD and external training providers.
- Direct coaching by Country Director

Learning Points

- Gain insights into the development, coordination, and implementation of medium to longer-term International Financial Institutions (IFIs) investment strategies in agriculture and rural development; intensify collaboration with governments and other national stakeholders for rural poverty reduction.
- Expand knowledge on environment and climate change adaptation approaches from a corporate and country portfolio perspective to facilitate replication of practices and scaling up.
- Strengthen competencies to support the design, supervision, and implementation of IFI financed programmes with a view to maximizing development effectiveness, impact, and sustainable development results.
- Gain experience on global climate funds operation, requirements and reporting.
- Build Spanish language skills to an operational level.