



## TERMS OF REFERENCE

### Junior Professional Officer (JPO)

### Associate Programme Management Officer (RAF) P2

#### Organizational Unit:

MS/RAF

#### Duty Station:

Addis Ababa, Ethiopia

#### Responsibilities and Supervision:

Under the overall guidance of the Director of Regional Office for Africa, the incumbent will perform the following duties:

#### Position Specific Responsibilities:

- (a) Support Members in the Digital Transformation of their NMHSs
- (b) Support Members in the implementation of Early Warning for All Action plan for Africa (2023-2027)
- (c) Support needs assessment for weather, water, and climate services value chain in RA1.
- (d) Support WMO key initiatives including Regional Reforms.
- (e) Support RA1 technical activities and conferences
- (f) Carry out other relevant duties as required

#### Qualifications:

**Education:** A University degree in Meteorology, Atmospheric Sciences, Project Management, or related earth sciences. Having a PhD would be an added advantage

**Experience:** At least three years of progressively responsible experience in operational Meteorology, Research and Project Management. Good knowledge/experience in weather, water, and climate services delivery. Solid record in project development and management. High sense of integrity, responsibility, and maturity of judgment; ability to work independently; good level of initiative and creativity; demonstrated ability to plan, organize and manage multiple workloads; ability to draft reports, and position papers clearly and succinctly

**Language:** Excellent knowledge of English (both oral and written). Knowledge of other official languages of the Organization would be an advantage.

(Note: The official languages of the Organization are Arabic, Chinese, English, French, Russian and Spanish.)

### **Learning Elements:**

On completion of the assignment, the JPO will have:

- Generated a Deep understanding of weather, water, and climate services delivery in Africa
- Good understanding of Early warnings Systems in Africa
- Good understanding of Africa working environment and inter-agencies relationship
- Developed and maintained relations with various stakeholders and developed networks with considerable insight into weather, climate, hydrology practices within the UN system and other African bodies.

## **TERMS OF REFERENCE**

### **Junior Professional Officer (JPO) Associate Project Management Officer P2**

#### **Organizational Unit:**

MS/RAF

#### **Duty Station:**

Addis Ababa, Ethiopia

#### **Responsibilities and Supervision:**

Under the overall guidance of the Director of Regional Office for Africa, the incumbent will perform the following duties:

#### **Position Specific Responsibilities:**

- (g) Initiate and design project in support of RA1 Priorities
- (h) Support development of project proposals in response to Members needs in RA1
- (i) Support development of projects related to the implementation of the UN Early Warning for All Action plan for Africa
- (j) Support the compilation of best practices in the implementation of projects related to EW4ALL for sharing knowledge and experience in RA1.
- (k) Support Members in project design that follows donor's requirement such as SOFF Fund, GCF etc.
- (l) Support the development of projects to enhance service delivery in support of compliance to EW4ALL initiative specifically for the 13 first batch of countries.
- (m) Monitor and evaluate the progress of project implementation in support of EW4ALL in RA1.
- (n) Carry out other relevant duties as required

#### **Qualifications:**

**Education:** A University degree in Meteorology or related sciences or project management. A PhD would be an advantage

**Experience:** At least three years of progressively responsible experience. Good knowledge/experience in weather, water, and climate services delivery. Solid record in project development and management. High sense of integrity, responsibility, and maturity of judgment; ability to work autonomously; good level of initiative and creativity; demonstrated ability to plan, organize and manage multiple workloads; ability to draft reports, and position papers clearly and succinctly

Language: Excellent knowledge of English (both oral and written). Knowledge of other official languages of the Organization would be an advantage.

(Note: The official languages of the Organization are Arabic, Chinese, English, French, Russian and Spanish.)

## **Learning Elements:**

On completion of the assignment, the JPO will have:

- Deep understanding of weather, water, and climate services delivery in Africa
- Good understanding of managing projects related to weather and climate
- Good understanding of Africa working environment and inter-agencies relationship
- Carry out the main analyse processes and understand the challenges of the function area in a multicultural environment of an international specialized UN Organization.
- Demonstrate strong oral and written communication skills
- Develop and maintain relations with various stakeholders and develop networks with considerable insight into weather, climate, water etc practices within the UN system and other African bodies.