

Job Title: National Programme Policy Officer NOA Tartous VA041-2019

DEADLINE FOR APPLICATIONS

From 13 May 2019 till 27 May 2019

WFP seeks candidates of the highest integrity and professionalism who share our humanitarian principles.

Selection of staff is made on a competitive basis, and we are committed to promoting diversity and gender balance.

ABOUT WFP

The United Nations World Food Programme is the world's largest humanitarian agency fighting hunger worldwide. The mission of WFP is to help the world **achieve Zero Hunger** in our lifetimes. Every day, WFP works worldwide to ensure that no child goes to bed hungry and that the poorest and most vulnerable, particularly women and children, can access the nutritious food they need.

ORGANIZATIONAL CONTEXT

These jobs are found in Headquarters (HQ), Regional Bureaux (RBs) or Country Offices (COs) and job holders report to a more senior Programme Policy Officer.

Job holders are likely to be working under the close support and guidance of a more experienced professional staff member receiving guidance and regular feedback on work performed. They are typically involved in programme or policy activities or similar nature and analytical work of limited complexity.

JOB PURPOSE

To provide support to policy and programme activities that effectively meet food assistance needs.

KEY ACCOUNTABILITIES (not all-inclusive)

1. Contribute towards the development of a limited number of projects, plans and processes, ensuring alignment with wider programme policies and guidance.
2. Provide project management support to specific and defined programmes and projects of small to moderate size that are relatively straight forward in nature, ensuring a coordinated approach with wider programmes that complies with WFP standards and procedures.
3. Follow data gathering and monitoring systems ensuring that rigorous quality standards are maintained.
4. Research and analyse policy and operational issues to support senior colleagues in the development of policies, programmes and activities.
5. Contribute to the preparation of accurate and timely reporting on programmes and activities that enable informed decision making and consistency of information presented to stakeholders.
6. Liaise with internal counterparts to ensure effective collaboration, monitor ongoing projects.
7. Support the identification, development and management of potential partnerships to collaborative working leading to improved food assistance packages.
8. Support the capacity building of WFP staff, partners and national government to prepare for and respond to food assistance needs, e.g. through project management support of learning initiatives.
9. Provide guidance to support staff, acting as a point of referral and assisting them with analysis and queries.
10. Other as required.

4Ps CORE ORGANISATIONAL CAPABILITIES

Purpose

- Understand and communicate the Strategic Objectives: Understands WFP's Strategic Objectives and the link to own work objectives.
- Be a force for positive change: Flexibly adapts individual contributions to accommodate changes in direction from supervisors and internal/external changes (such as evolving needs of beneficiaries, new requirements of partners).
- Make the mission inspiring to our team: Recognizes and shares with team members the ways in which individual contributions relate to WFP's mission.
- Make our mission visible in everyday actions: Sets own goals in alignment with WFP's overall operations, and is able to communicate this link to others.

People

- Look for ways to strengthen people's skills: Assesses own strengths and weaknesses to increase self-awareness, and includes these in conversations on own developmental needs.
- Create an inclusive culture: Participates in open dialogue, and values the diverse opinion of others, regardless of background, culture, experience, or country assignment.
- Be a coach & provide constructive feedback: Proactively seeks feedback and coaching to build confidence, and develop and improve individual skills.
- Create an "I will"/"We will" spirit: Participates in accomplishing team activities and goals in the face of challenging circumstances.

Performance

- Encourage innovation & creative solutions: Shows willingness to explore and experiment with new ideas and approaches in own work.
- Focus on getting results: Consistently delivers results within individual scope of work on time, on budget and without errors.
- Make commitments and make good on commitments: Commits to upholding individual accountabilities and responsibilities in the face of ever-changing country or functional priorities.
- Be Decisive: Makes rational decisions about individual activities when faced with uncertain circumstances, including in times of ambiguity regarding information or manager direction.

Partnership

- Connect and share across WFP units: Seeks to understand and adapt to internal or cross-unit teams' priorities and preferred working styles.
- Build strong external partnerships: Demonstrates ability to understand and appropriately respond to and/or escalate needs of external partners.
- Be politically agile & adaptable: Portrays an informed and professional demeanor toward internal and external partners and stakeholders.
- Be clear about the value WFP brings to partnerships: Provides operational support on analyses and assessments that quantifies and demonstrates WFP's unique value as a partner.

FUNCTIONAL CAPABILITIES

Capability Name	Description of the behaviour expected for the proficiency level
Programme Lifecycle & Food Assistance	Demonstrates ability to identify key variables and contextual factors that affect food assistance problems and programmes throughout the lifecycle to inform quality programme design or re-design.
Transfer Modalities (Food, Cash, Voucher)	Demonstrates ability to analyse and consolidate quantitative and qualitative information from different sources (e.g., market studies) to inform transfer modality selection and programme development.
Broad Knowledge of Specialized areas (i.e. Nutrition, VAM, etc.)	Demonstrates the ability to interpret basic data in the context of WFP specialised fields to contribute to technical programme design, implementation and monitoring.
Emergency Programming	Displays capacity to provide inputs into the development, implementation and realignment of high quality emergency programmes.
Strategic Policy Engagement w/ Government	Develops thorough recommendations using multiple inputs (e.g., government counsel, research, own experience) to strengthen national or subnational entities and government owned food and nutrition security programmes.

STANDARD MINIMUM QUALIFICATIONS

Education: Advanced University degree in International Affairs, Economics, Nutrition/Health, Agriculture, Environmental Science, Social Sciences or other field relevant to international development assistance, or First University Degree with additional years of related work experience and/or trainings/courses.

Language: Fluency (level C) in English language and Arabic languages.

DESIRED EXPERIENCES FOR ENTRY INTO THE ROLE

- Minimum 1 year of progressively responsible professional post graduate (i.e. after obtaining the first University degree) work experience in implementing technical programs (i.e. nutrition, etc.), and providing input into designing operations, policy discussions and decisions.
- Has gained experience in implementing technical programs (i.e. nutrition, etc.).
- Has implemented programmes and provided input into designing operations.
- Has provided input into policy discussions and decisions.

WORK-LIFE BALANCE

WFP is dedicated to promoting and maintaining the highest degree of physical, mental and social wellbeing of all staff members. Accordingly, it seeks to offer a safe and healthy working environment focusing on

balancing the professional and personal demands of its personnel of all contract types and thus WFP offers flexible working options

TERMS AND CONDITIONS

HOW TO APPLY

(If any of the below links do not work by clicking on it, please copy and paste it in the browser address bar)

Internal candidate :

[https://performancemanager5.successfactors.eu/sf/jobreq?
jobId=105318&company=C0000168410P&username=](https://performancemanager5.successfactors.eu/sf/jobreq?jobId=105318&company=C0000168410P&username=)

External candidate:

<https://job-listing.wfp.org/sfcareer/jobreqcareer?jobId=105318&company=C0000168410P&username=>

As WFP is dedicated to the goal of building a diverse and inclusive workplace and committed to have a multicultural environment to foster creativity and productivity,

Females and Individuals with Special Needs are strongly encouraged to apply

WFP has zero tolerance for discrimination and does not discriminate on the basis of HIV/AIDS status. No appointment under any kind of contract will be offered to members of the UN Advisory Committee on Administrative and Budgetary Questions (ACABQ), International Civil Service Commission (ICSC), FAO Finance Committee, WFP External Auditor, WFP Audit Committee, Joint Inspection Unit (JIU) and other similar bodies within the United Nations system with oversight responsibilities over WFP, both during their service and within three years of ceasing that service.