



TERMS OF REFERENCE

Junior Professional Officer (JPO) Programme

- **Title of Post:** Disaster Risk Reduction Officer
- **Level:** P-2
- **Contract type:** Fixed-term (JPO)
- **Supervisor:** Programme/Policy Adviser on Climate Change
- **Unit:** Climate and Disaster Risk Reduction Programmes unit (OSZIR)
- **Duty Station:** Rome (12 months) and a WFP Regional Bureau (12 months) – duty station to be established and agreed between donor and WFP based on identified needs and opportunities.
- **Duration of assignment:** Two years. Subject to satisfactory performance. Extension for a third year will depend on availability of financial resources and the candidate's performance.

The World Food Programme (WFP) is the world's largest humanitarian agency, fighting hunger worldwide. We are currently seeking for a Junior Professional Officer to fill the position of Disaster Risk Reduction officer with the Climate and Disaster Risk Reduction Programmes unit (OSZIR) in Rome, Italy.

Brief description of the Climate and Disaster Risk Reduction programmes unit (OSZIR)

Today, approximately 80 percent of the 800 million of food insecure people in the world live in countries that are prone to natural hazards and face high levels of environmental degradation. Climate change is expected to increase both the frequency and intensity of extreme weather events, leading to an increase in the number of disasters and their impacts on vulnerable people. Combined effects of climate change will exacerbates the risks of hunger and under nutrition, especially women and children. By 2050, hunger and child malnutrition rates are both projected to increase by up to 20 percent due to climate change.

Massive increases in investments and large-scale efforts to reduce disaster risk in vulnerable communities have to be at the centre of this action, in line with the Sendai Framework for Disaster Risk Reduction and the Paris Agreement. The recent El Niño event, as well as the increasing number of complex droughts, storms and floods the world is experiencing, provide a window into what our future climate could look like.

WFP's work on climate change and disaster risk reduction focuses on enhancing the resilience of food insecure communities and countries, helping them adapt to more frequent and intense weather events. The goal of the Climate and Disaster Risk Reduction Programmes Unit (OSZIR) – located under WFP's Policy, Programme and Innovations Division – is to develop, test and mainstream innovations that enable the most food insecure and vulnerable people, communities and countries to manage climate and disaster risks and build resilience. This includes advocacy, policy and technical support to governments and other partners on issues related to climate change and DRR, based on WFP's experiences in the field.

Examples of OSZIR work include climate analyses to better understand the impact of climate risk and climate change on food security and nutrition, development of innovative climate risk

management tools - including climate services, national level contingency funding mechanisms, carbon credits, fuel efficient cook stoves and household-level micro-insurance programmes.

The role of the Junior Professional Officer to be hired with OSZIR is to provide technical advice, support and guidance to staff and partners on disaster risk reduction (DRR), with a focus on integrated risk management of risks that includes climate risks, support DRR policy work and coordination activities within WFP, and wider DRR activities implemented in partnership with key stakeholders. Hands-on training and exposure to a range of experience will be provided to enable the JPO to undertake these functions.

Duties and responsibilities

Under the supervision of the Programme/Policy Adviser and directly working with the Climate Services Adviser, the JPO will perform the following responsibilities:

(i) Generate inputs into WFP activities on disaster risk reduction (DRR), including:

- Support the update of the WFP Disaster Risk Reduction and Management Policy to ensure that it is aligned with the newly approved Climate Change Policy
- Develop key knowledge documents on DRR and update existing materials. This will include liaising with different units at WFP and with Regional Bureaus (RBs) and Country Offices to collect information on DRR activities being implemented by WFP in different countries and maintaining website content on DRR up to date
- Develop appropriate guidance and training materials on a range of DRR content, from analysis to implementation and policy. This may also involve: (i) reviewing WFP case studies and undertaking missions to different countries to document good practices; (ii) engagement with other technical units to identify key entry points to integrate DRR/CCA into different WFP tools and approaches; (iii) provide inputs into other guidances and knowledge management products being developed within and outside the unit.
- Provide timely feedback and support to country offices in their development of climate and DRR funding proposals and project document design.
- Support CSP processes when needed by providing specific inputs on DRR, including helping to tailor WFP tools and guidances and supporting integration of DRR specific inputs.

(ii) Engage in policy support on DRR processes, including engaging with other organizations and stakeholders as needed:

- Prepare policy documents, briefs, talking points and other relevant documents as requested and assist in communication activities around relevant events (i.e. support participation to the Global Platform on DRR, Global Risk Forum Davos, other relevant for as needed, etc.). This may include attendance and playing a representational role for certain events if required.
- Prepare relevant materials and background documents to support the inter-agency DRR coordination task force meetings and work-programme, including development of relevant documents, briefs and other supporting materials for the meetings of the Senior Leadership Group on Disaster Risk Reduction
- Support preparations for the GPDRR, including relevant DRR policy processes such as the UNISDR Regional Platforms and Thematic Platforms, as well as organization of side events, setting up of relevant meetings with key partners, supporting WFP participation to side-events by proactively engaging with other organizations and preparing relevant inputs.

(iii) Support fund-raising and partnership efforts with a focus on strengthening WFP activities on DRR:

- Assess opportunities and lead on the development of proposals to be submitted to specific donors or in response to existing calls for proposals. This includes liaising with WFP regional bureaus and country offices as needed

- Support Country Office in the design of WFP DRR initiatives in different countries, including preparing relevant funding proposals such as under the Green Climate Fund. This would involve working closely with WFP Regional Bureaus and Country Offices, OSZIR colleagues and key partners and would include short missions to the field.
- Support coordination and strengthen engagement with relevant stakeholders and initiatives on DRR such as UNISDR, GFDRR, CREWS, CADRI, etc

Expected Outcomes

The duties and responsibilities outlined above aim to ensure that by the end of the assignment, the JPO will have:

- Developed expertise on disaster risk reduction and climate risk management as they relate to food security in humanitarian/development contexts.
- Gained field exposure on disaster risk reduction and climate risk work within WFP projects and with partners.
- Enhanced understanding of the programme cycle in humanitarian/development contexts with skills developed in project implementation, coordination and reporting.
- Experience in policy and partnership development on disaster risk reduction/management, and on climate change adaptation
- A good overview of WFP's projects globally and their integration with DRR, climate and other related initiatives.

Qualifications and experience

- Advanced University degree, or University degree with experience and training/courses in one or more of the following disciplines: geography, environmental studies, disaster risk management, climate change, agronomy, development studies or related area.
- 3 years post graduate, progressively responsible, work experience in policies, programmes and/or analysis related to food security, climate change, disaster risk reduction or related area.
- Knowledge or experience in community level participatory approaches and methodologies would be considered an asset.
- Proficiency in Windows, MS Office (Word, Excel, Power point, Outlook)
- Competencies: Cognitive Capacity, Teamwork, Action Management, Innovation, Partnering, Client Orientation.

Working Languages

Working knowledge of English (proficiency/level C) and intermediate knowledge (intermediate/level B) of another UN official language (Arabic, Chinese, French, Russian and Spanish).

Supervision

The JPO, who will work under the overall guidance of the Chief, OSZIR and the Programme/Policy Adviser on Climate Change, and will report directly to the Climate Services Adviser. The JPO's work plan will be aligned with OSZIR's annual work plan.

Training components

Training needs will be discussed from the outset of the position, with further needs identified during the course of the first year. Many of these training needs in soft skills (eg. communication, project management etc) can be provided by WFP-specific training.

OSZIR will concentrate on building the expertise of the JPO on the topics of climate risk management and DRR as they relate to the food security sector, including through their support to developing guidance and training materials for workshops, and in building their skills in programme management and proposal development for climate finance. It will also focus on ensuring the JPO gains practical experience and exposure to community adaptation needs

through field trips and country support, and engagement with other technical units to identify key entry points to integrate DRR work into different WFP tools and approaches.

Learning Elements

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

- Good knowledge of how WFP approaches food-security related climate services and how they can support WFP initiatives at the policy and at the implementation level.
- Experience with integrating DRR and CCA issues into field level initiatives.
- Familiarization of the UNFCCC negotiations and Climate Smart Agriculture agenda and specifically how WFP engages in the policy arena on climate change.
- Clear overall understanding of WFP's global climate-related operations and activities and their essential requirements for implementation in the field.

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