



*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.*

## **Junior Professional Officer (JPO) Programme**

### **Programme Officer Climate and Disaster Risk Reduction Italy, Rome**

#### **TERMS OF REFERENCE**

#### **ABOUT WFP**

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 a Climate/ Disaster Risk Reduction Officer with the PRO-C unit at WFP Headquarters in Rome, Italy.

#### **CONTEXT AND BACKGROUND**

The goal of WFP-supported climate and disaster risk reduction programs is to enable vulnerable people and communities, as well as the governments that serve them, to address the impacts of climate change and climate variability on food security and increase resilience to climate shocks and stresses. To achieve this, WFP has developed a number of programming approaches, resources and partnerships, including:

- i) Climate and food security analyses;
- ii) Climate information services, early warning and early action;
- iii) Climate risk financing, social protection and shock-responsive safety nets;
- iv) Community-based resilience building, livelihoods, and disaster risk reduction;
- v) Access to sustainable energy assets and services; and
- vi) Access to climate finance (such as Green climate fund and Adaptation fund).

#### **GENERAL INFORMATION**

- **Title of Post:** Junior Professional Officer (JPO)
- **Job title:** Program Officer / Climate and Disaster Risk Reduction
- **Unit:** Climate and Disaster Risk Reduction Programmes (PRO-C)
- **Division/Country Office:** Policy & Programmes (PRO)
- **Grade:** P2
- **Duty Station:** Rome, Italy
- **Duration of assignment:** 2-year fixed-term appointment renewable up to 3 years subject to satisfactory performance, recommendation by respective WFP Unit 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.

## **DUTIES AND RESPONSIBILITIES**

Under the direct supervision of the Team leader for forecast-based financing (FbF), the JPO will have the following responsibilities:

- Contribute towards the development and implementation of projects in the area of climate and disaster risk reduction which have a specific perspective on forward-looking and anticipatory risk management;
- Support the research and analysis of operational issues to inform the development and further improvement of programmes, policies and strategies in climate and DRR;
- Contribute to the preparation of accurate and timely reports of specific programmes and activities that enable informed decision making and consistency of information presented to stakeholders;
- Support the identification, development and management of partnerships on climate and DRR topics – including forecast-based financing, contingency finance, and energy issues;
- Attend internal and external meetings as necessary to represent the climate and disaster risk reduction unit;
- Support the implementation of climate risk management projects, by following up with relevant partners, country offices and stakeholders, collating reports and keeping relations with donors;
- Develop communication and guidance materials, including best practice case studies, briefs and brochures and support the development and diffusion of training materials;
- Support awareness, outreach and training events within WFP on climate & DRR issues;
- Support preparation of materials and side events for the WFP Executive Board in relation to climate and DRR topics;
- Support PRO-C contributions to international events, platforms and consultations on climate & DRR matters;
- Any other duties relevant to the work of the Unit that may arise over the course of this post.

## **EXPECTED OUTCOMES**

- Operational support provided to a range of climate risk management and DRR programs, with in-depth exposure to forecast-based finance, anticipatory action and contingency finance approaches;
- Strengthened communication, partnerships and reporting on climate action and DRR in the UN's largest humanitarian organisation;
- Contributions provided to the design and implementation of climate and disaster risk reduction projects;
- Training materials, brochures, project briefs and reports produced and disseminated;

## **ESSENTIAL QUALIFICATIONS & EXPERIENCE**

- Advanced university degree with additional relevant work experience and/or training courses in one or more, of the following disciplines: Development Studies, Environmental Studies, Engineering, Natural Resource Management, Economics, Social Sciences, or a related subject;
- Two years, preferably 3 years of post-graduate, progressively responsible work experience in humanitarian or development assistance, preferable in relation to food security, natural resource management, or climate action;
- Strong drafting skills to contribute substantively to the design of project concepts, project documents and country reports;
- Strong presentation skills to support brown-bag seminars and briefings to WFP technical teams at different levels;
- Proficiency in both oral and written English;
- Proficiency in Windows MS Office (Word, Excel, Powerpoint, Outlook);
- Behavioural competencies such as Action Management, Client Orientation, Cognitive Capacity, Innovation, Partnering and Teamwork.

## **DESIRABLE REQUIREMENTS**

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

- Experience in the basics of project management, including the definition and/or implementation of monitoring and evaluation frameworks, the definition of budgets, work plans and institutional arrangements for project management;
- Previous experience working in a developing country;
- Exposure to the international arena either through working for an international institution/organization; or, if working for a national entity, by way of interacting with international stakeholders;
- Intermediate level of one, or more, of the following languages: French, Spanish, Arabic, Russian, Chinese, Portuguese.
- WFP's international professionals are required to serve in different locations around the world during the course of their career (including in hardship duty stations); willingness to be mobile would maximise opportunities for longer-term retention into the Organization;

## **SUPERVISION**

The JPO will work under the overall supervision/guidance of the Unit Chief, and report directly to the Team Leader for Forecast-based Financing.

## **TRAINING COMPONENTS & LEARNING ELEMENTS**

At the end of the assignment, the JPO will have obtained:

- An in-depth understanding of WFP's programmatic approaches to increase climate resilience
- Good general understanding of WFP's overall operations and activities globally, and experience with the policy environment of the largest humanitarian agency in the UN system;
- .A network of institutional contacts with other UN agencies, NGOs, private sector and research institutions in climate/disaster risk management
- Expertise in designing and implementing climate and disaster risk reduction projects;
- Expertise in the development of guidance and training materials in relation to climate action and disaster risk reduction

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