



## FAO Representation – Afghanistan

### VACANCY ANNOUNCEMENT

**Issued Date:** 13 June 2021  
**Closing date for applications:** 27 June 2021

VA NO. FAO/KBL/PRJ/SC/09-2021	
<b>Functional title:</b>	National Food & Livelihood Security Officer
<b>Type of contract:</b>	National Project Personnel / Service Contract (NPP/SC)
<b>Grade/level:</b>	SB-4
<b>Number of post (s) :</b>	1 (One)
<b>Duration :</b>	12 (Twelve) Months
<b>Extendable/renewable:</b>	Extendable, based on satisfactory performance and budget availability
<b>Probationary period:</b>	Initial 3 months
<b>Project/programme/unit:</b>	Household Food & Livelihood Security Project
<b>Duty station:</b>	Kabul with domestic field missions to other project locations.
<b>Sub-station:</b>	N/A

#### **DUTIES / RESPONSIBILITIES:**

##### **Organization Settings:**

Through its country offices or FAO Representations, FAO assists governments to develop policies, programmes and projects to address hunger, food security and malnutrition and provides technical support for the sustainable development of their agricultural, livestock, animal health, and irrigation and forestry sectors as well as emergency preparedness and response. The activities of the FAO Representation include design and implementation of country-tailored field programmes, liaison with local donor representatives and active public awareness-raising and outreach activities related to the mandate of FAO.

FAO's assistance in Afghanistan achieves its objectives through capacity development and direct project implementation in four specific areas of FAO's technical expertise:

- Better governance through the improved capacity for policy planning, land reform, decentralization, and management of common natural resources;
- Fostering expansion of irrigation and field water management;
- Intensive agriculture for surplus commercialization, value chains development, and job creation;
- Supporting vulnerable farmers for improved food and nutrition security, resilience, and emergency response to natural and man-made disasters and climate change.

The subject position is located in FAO project in Kabul – Afghanistan, with possible travels to project targeted provinces.

##### **Project Background:**

The overall goal of the HFLS (Household Food and Livelihood Security) Projects is to contribute to household food security and address malnutrition and deprivation in targeted districts and provinces. This is part of a programme approach, which have extended to some districts of other provinces as well. The immediate objectives are: (i) to promote and enhance sustainable and resilient livelihoods among the most food insecure and vulnerable households; and (ii) to enhance institutional capacities and market linkages. These are achieved by:

- Improving the information base and coordination among institutions at district level for a more inclusive approach to household food security and capacity development at district level;
- providing capacity development and promotion of sustainable and resilient livelihoods through farmer field schools (FFS);
- building productive assets of the most vulnerable and resource-poor households;
- linking small-holders and livelihood groups to markets;
- Capacity development of MAIL extension workers at district level to better deliver services;

- Facilitating the roll out of MAIL extension strategy, which is an innovative and demand-driven extension system in the country with a focus on ‘farmers-first’.

The HFLS Project approach has been implemented in twelve districts of five provinces so far, Sorkhrod, Qarabagh, Paghman, Dehdadi, Bamyān-e-Markazi, Yakawlang1, Yakawlang2, Punjab districts of Nangarhar, Kabul, Balkh and Bamyān, respectively, as well as Karokh, Zandijan, Guzara and Ghoryan districts of Herat province. FAO has facilitated the implementation of HFLS projects over the past 14 years. The Government of Luxembourg, the Italian Development Cooperation, the Federal Government of Germany, Swiss Development Corporation, the International Fund for Agriculture Development (IFAD) and the Global Agriculture and Food Security Program (GAFSP) are some of the key international partners financing the HFLS projects. Valuable lessons have been learned, informing government policies and strategies for food security and institution building projects and programmes. The HFLS projects is considered as a highly successful and a model for institution and capacity building as well as directly targeting the most vulnerable and food insecure households. Furthermore, the Project’s careful review and selection of livelihoods not only targets diverse sources of income and nutrition but also introduces technologies and practices that are conducive to building resilience and adaptation to the projected climate change.

**Main Purpose:**

FAO is looking for a qualified national staff to fill the position of National Food and Livelihood Security Officer. This position will support the work of the HFLS (Household Food and Livelihood Security” projects. The post is located in Kabul with frequent travel to provinces.

**Working Relationships:**

The incumbent interacts with colleagues from within the work unit and with immediate clients from within the Organization.

**Supervision Received/Exercised:**

Under the overall supervision of the FAO Representative/Country Director in Afghanistan, and technical guidance of project LTO (Lead Technical Officer) and direct supervision of the NPM (National project Manager) will carry out the following duties and responsibilities;

**Key Functions/Results (Duties and Responsibilities)**

- Work closely with relevant stakeholders, partners, HFLS projects staff to coordinate and mobilize the needed support to the vulnerable and food insecure households in the targeted areas.
- Follow up & monitor implementation of livelihood activities as per the plans and take corrective action if any deviation
- Lead the assessment, design, implementation and participate in monitoring and evaluation processes of the various intervention activities of the livelihoods and food security program.
- Support the NPO and government counterparts in the facilitation of coordination and information sharing between all stakeholders contributing to sustainable livelihoods, food security.
- Provide on the job support and regular trainings to government counterparts. Prepare training materials on sustainable livelihoods and food security. Provide training support to farmer producer and CIGs (Common Interest Groups).
- Develop detailed roadmaps for each livelihood intervention based on realities on the ground, keep detailed information and track of all livelihoods’ status across all HFLS projects and provide reports as requested.
- Investigate and facilitate introduction of new technology, methods and approaches in order to improve the quality of the activities.
- Contribute to the review and analysis of lessons learnt from the project field activities and to the development and dissemination of capitalization materials;
- Contribute to the project progress and terminal reports
- Promote and share ideas for technical improvement especially with regards to targeting and inclusion of most vulnerable beneficiaries
- Work with the field teams to ensure that program indicators are tracked through regular field visits.
- Contribute to the project progress report in relevant livelihood activities;
- Emanate with new ideas for improvement of livelihoods and food security project and contribute inputs for proposal concept notes

**Other Activities:**

- Perform any other related duties as required by NPM.

**Expected Outputs:**

- Draft the progress report relevant to Livelihood activities.
- Draft detailed roadmaps for each livelihood intervention;
- Report on implementation of livelihood activities;
- Keep the project on track as per work plan and manage the project for set results;
- Prepare the exit strategy for the project
- Contribute to the Concept Note development and project formulation.

**MINIMUM REQUIREMENTS (TECHNICAL SKILLS AND QUALIFICATION)****Education:**

- University degree in agriculture, social science, economics, or any closely related field.

**Work Experience:**

- At least seven (7) years of relevant experience in planning, managing, coordinating, and supervising livelihood and food security projects such as business starting up, Provision of agricultural inputs, provision Conditional/Unconditional cash and Multi-purpose cash, organizing of beneficiary training with government on Agricultural practice and livelihoods diversification for income generating activities;
- Experience of working with local communities, preferably in the food and livelihoods security context;
- Working experience with ministries, national institutions, and the rural sector in Afghanistan;
- Previous work experience with the UN is an advantage.

**Other Technical/Functional Skills:**

- Good knowledge and understanding of MAIL programmes and administrative/management procedures;
- Knowledge of the livelihood and food security context gaps and needs in Afghanistan;
- Stress resilient, oral communication, structured, team and result oriented;
- Flexible and with ability to take initiative and inspire others;
- Ability to work both independently and as a team with less supervision
- Experience in designing tools and strategies for data collection, analysis and production of reports;
- Ability or willingness to travel extensively in remote or inaccessible areas to conduct meeting and awareness raising;
- Excellent communication and report writing skills;
- Excellent interpersonal communication and coordination skills;
- Understanding of FAO's mandate.

**IT Skills:**

- Strong professional command of Microsoft Office, in particular Word and Excel.

**Language Skills:**

- Working knowledge (level C) of the FAO official language used for communication within the country.
- Fluent in Dari and Pashto

**CORE COMPETENCIES:**

- Results Focus
- Teamwork
- Communication
- Building Effective Relationships
- Knowledge Sharing and Continuous Improvement

**SUBMISSION GUIDELINE:**

Interested Afghan nationals should complete the FAO Personal History Form (PHF) and submit it along with their application letter and CV to the email address below, clearly mentioning the vacancy number and post title (**National Food & Livelihood Security Officer - FAO/KBL/PRJ/SC/09-2021**) in the subject line of the email; otherwise, your email will not be considered for further process.

[FAOAF-vacancies@fao.org](mailto:FAOAF-vacancies@fao.org)

The FAO PH Form can be downloaded using the following internet link:

<http://www.acbar.org/applicationform>

**NOTE:** Applicants who failed to attach the FAO Personal History Form (PHF) to their Application will not be considered for further process.

The above-mentioned required documents can also be submitted in writing (marked "Confidential" and indicating on the sealed envelope the Vacancy Announcement number and position title) to the Assistant FAO Representative (Administration), FAO Representation, Ministry of Agriculture, Irrigation and Livestock, Jamal Mina, Opposite Kabul University, Kabul, Afghanistan.

The last date for receiving applications is **27 June 2021**. Please note that applications received after the closing date will not be considered. Only shortlisted candidates will be contacted for test/interview.

#### GENERAL INFORMATION:

- FAO is committed to achieving workforce gender diversity;
- People with disabilities are encouraged to apply;
- All applications will be treated with the strictest confidentiality;
- Candidates endorsed in the selection process for this vacancy announcement will be considered for the FAO NSHR (Non-Staff Human Resource) roster for two years. The roster is used to fill other similar positions at the same or lower grade, and in the same or another duty station inside the country;
- FAO reserves the right not to make an appointment, to make an appointment at a lower grade, or to make an appointment with a modified job description;
- Please note that all candidates should adhere to FAO values of commitment to FAO, respect for all, and integrity and transparency.
- The incumbent may be re-assigned to different activities and/or duty stations depending on the evolving needs of the Organization.

#### ADDITIONAL NOTES:

- FAO does not charge a fee at any stage of the recruitment process (application, interview meeting, processing);
- Only shortlisted candidates will be contacted for the interview/test;
- **Application received after the closing date will not be given consideration;**
- Please make sure to sign the first page of your PHF while applying for the vacant post;
- Do not forget to write the post title and VA number on the subject of your email, or your application/email will be ignored;
- Candidates may be requested to provide performance assessments;
- Email will only be sent to the interviewed candidates.