



ອົງການອາຫານໂລກ World Food Programme

The World Food Programme is the world's largest humanitarian agency fighting hunger worldwide. In Laos, WFP is committed to reduce under nutrition and food insecurity throughout the country. All WFP staff contributes as a team to this mission.

ADVERTISEMENT Vacancy Announcement: Programme Policy Officer SC8 in Houaphanh

Vacancy Announcement No: WFP LAO 002	Date: 10 January 2018
Title: Programme Policy Officer	Duty Station: Xamnua, Houaphanh Province
Grade: SC8	Contract Type: Service Contract
Organization Unit: Field Offices	Deadline for application: 22 January 2018
<p>WFP is looking for a Programme Policy Officer to be based in Xamnua, Houaphanh province. He/she will work under direct supervision of the Head of Programme and will carry out the following duties and responsibilities:</p> <p><u>Duties and responsibilities:</u></p> <ul style="list-style-type: none">• Contribute towards the development of a limited number of projects, plans and processes, ensuring alignment with wider programme policies and guidance.• 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.• Follow data gathering and monitoring systems ensuring that rigorous quality standards are maintained.• Research and analyse policy and operational issues to support senior colleagues in the development of policies, programmes and activities.• 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.• Liaise with internal counterparts to ensure effective collaboration, monitor ongoing projects.• Support the identification, development and management of potential partnerships to collaborative working leading to improved food assistance packages.• 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.• Provide guidance to support staff, acting as a point of referral and assisting them with analysis and queries.	<p><u>Education:</u> Advanced University degree in International Affairs, Economics, Nutrition/Health, Agriculture, Environmental Science, Social Sciences field relevant to international development assistance, or First University Degree with additional years of related work experience and/or trainings/courses. Fluency in English language and Lao.</p> <p><u>Experience and skills:</u></p> <ul style="list-style-type: none">• Has at least 7 years of experience in development• 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.• Field experience is essential, experience being responsible for programmes or knowledge of WFP work is highly desirable.• Ability to work in a team, establish effective working relations with persons of different cultural backgrounds. <p><u>Application Submission</u> Application are required to apply online by 22 January 2018 http://www1.wfp.org/careers/job-openings Requisition ID# 73809</p> <p>WFP is committed to gender balance in all functions and at all levels. We are committed to increasing the number of female staff in our offices. <i>Female candidates in particular are encouraged to apply.</i></p> <p>Only short-listed candidates will be contacted for an interview. Please note that CVs and other documents submitted to WFP cannot be returned.</p>