



**JPO JOB DESCRIPTION**  
**Programme Officer (Food security, Disaster Preparedness & Response)**  
**Antananarivo, Madagascar**

**1 General Information**

<b>Title</b>	Programme Officer (P2)
<b>Section/Unit</b>	Programme
<b>Location</b>	Country Office, Antananarivo, Madagascar
<b>Duration of Assignment</b>	One year with the possibility of a second year extension (2-year maximum contract)

**2 Supervision**

2.1 Title of supervisor: Gianluca Ferrera, Deputy Country Director

2.2 Content and methodology: At the beginning of the assignment, the JPO and the supervisor will discuss responsibilities, objectives and outputs. After a short initial phase of familiarization with the country, the office and the activities, the JPO will gradually take up more responsibilities as described below under “duties and responsibilities”. His/her achievements will be periodically reviewed, and constant guidance will be provided by the supervisor, in order to oversee the development and overcome problems. Training opportunities (within and outside WFP) will also be periodically reviewed.

**3 Objective of posting**

The JPO will work in the Programme Unit of the Country office and contribute to the overall objectives of the section through conducting/facilitating a range of activities as a team member and as an individual. Particularly, the JPO is expected to spend a significant amount of time in the following activities, *inter alia*: coordinating meetings with partners and government institutions, information sharing, assessments, The JPO will also contribute to contingency planning processes of WFP and UN Disaster Management Team through facilitating, updating and following-up of the processes.

**3.1 Duties and responsibilities**

The JPO work will require interaction with the relevant heads of programme units in the Antananarivo Office, as well as WFP staff in the field (sub-offices). Close collaboration and consultation with Government Authorities, UN Agencies, international and major national NGOs, and donors involved in the field of disaster preparedness is anticipated.

Within this framework the JPO is expected to perform the following tasks during normal day-to-day work:

1. Participate in relevant meetings with Government, donors, NGOs and UN Agencies co-financing and implementing initiatives for disaster preparedness, early warning, response, and recovery.
2. Identify and build relationships with new cooperating partners, discuss and negotiate Letters of Understanding.
3. Prepare distribution plans, pipeline reports and review distribution reports from Implementing Partners.

4. Become conversant with the various generic tools for disaster management such as assessment and survey techniques and questionnaires.
5. Participate in training opportunities in Madagascar and abroad, both focussed on WFP, food aid and disaster management, and of a more general managerial nature.
6. Conduct monitoring and supervisory visits to relevant WFP programme activity sites in the field.
7. Perform other duties in addition to the above responsibilities, commensurate with background and experience, to be identified by the WFP Country Representative and more immediate supervisors.

In times of emergency response and recovery, the JPO is expected to perform the following tasks:

1. In case of emergency operations, act as focal point to co-ordinate emergency response, in collaboration with the CO management and VAM officer.
2. Support all information collection processes whether single sector and agency or multi-sector multi-agency.
3. Take part in field assessment missions as a team member or team leader.
4. Provide support to the consolidation, analysis, reporting and dissemination of information gathered from the field and other sources.

#### **4 Qualifications and experience required**

Qualifications Masters Degree (nutrition, economics, social science), if possible with a specialisation in emergencies and relief in development contexts.

Skills French language (essential), working knowledge of English, Microsoft Office.

Work experience Two to three years working experience, preferably in development settings. Practical experience of design and implementation of development/relief operations.

Competencies Leading (innovating, initiating, determining and setting objectives)  
Analysing (consolidating and examining information in order to draw conclusions)  
Advising (gathering information and giving recommendations)

Other requirements Candidates interested in applying to these JPO vacancies must be Canadian citizens and be less than 32 years of age at the time of the application.

#### **5 Training components and learning elements**

##### ***5.1 Approach to learning:***

Learning will be structured and will take place through participation in WFP and other workshops, by studying WFP policy documents and guidelines, by mentoring/coaching/on-the-job training.

On arrival at the duty station, the JPO will be comprehensively briefed by the Deputy Country Director, National Programme and Logistics Officers, and Human Resource Officer about WFP rules, regulations and procedures as they apply to a Country Office. Meetings will be set with all Country Office units in order for the JPO to be fully briefed and to understand the various activities and other inter-relationships.

The JPO will travel extensively to project areas, in order to become familiar with the local authorities, cooperating partners, UN agencies and the beneficiaries of WFP assistance. A short and relevant mission report should be completed by the JPO after each mission.

The JPO will also be involved in project work, which will include developing concept papers, developing initiatives and preparing project reports.

The incumbent will be attached to a mentor who will provide learning opportunities by the following means:

- Reading materials relevant to development projects.
- Exposure to the programme through field visits.
- Involvement in project work which will include developing concept papers, developing initiatives and preparing project reports.

### ***5.2 Learning Elements:***

At the end of the assignment the JPO will be trained in the following areas during his/her assignment with particular emphasis on monitoring and impact evaluation of the current operations in Nepal and especially the emergency and refugee programme:

- Designing emergency and development interventions with WFP's Emergency and Development Programme (EMOP, PRRO) and Contingency Plans.
- Current thematic cross cutting issues: food security, HIV/AIDS, school feeding, children in difficult circumstances, nutrition, gender, etc.

## **6 Background information**

The UN World Food Programme has been assisting Madagascar since 1968. The country is currently classified both as a least developed and low-income, food deficit country. More than 70 percent of the total population lives below the poverty line and some 50 percent of children under three years of age suffer retarded growth due partly to a chronically inadequate diet. Madagascar's southern location off the eastern seaboard of Africa makes it prone to natural disasters, particularly cyclones and droughts. Over the past 35 years, at least 46 natural disasters, including cyclones, droughts, epidemics, floods, famines and locust infestations have been reported, which have cumulatively affected more than 11 million people. Chronic food insecurity (affecting 65 per cent of the population, with an 8 per cent increase during the lean season) combined with a weak local response capacity often hampered by poor infrastructure (road access is a major constraint throughout the country), and limited coping strategies increases the Malagasy population vulnerability to these natural disasters. The recent intensification of the frequency and magnitude of catastrophic natural events associated with both global climatic change and environmental degradation, particularly the loss of forest cover, further increases the vulnerability and exposure levels of the Malagasy population.

When major disasters occur, such as the widespread floods associated with the passage of cyclone Gafilo in 2004, WFP is a significant provider of food relief assistance. WFP is also the chair of the UN thematic group "disasters mitigation", that ensures a coordinated response of the UN system in Madagascar.

### **6.1 Information about living conditions at the post**

The JPO will be based in Antananarivo, the capital city of Madagascar. The city is relatively safe (current UN security phase: 0), and offers comfortable options for housing and shopping (local and imported items available). All basic facilities are available. There are primary and secondary international schools (American and French).

Although the JPO will reside in Antananarivo, there are instances when cultural sensitivity is required. It would be important that the JPO quickly learn about the cultural landscape and recognise that viewpoints vary considerably.

Field work is at times challenging and draining. In certain regions, there is limited lodging, eating, and medical facilities. The JPO will often need to endure periods of travel through rough terrain. In the east, west and southern parts of the country, malaria is endemic. Although the HIV/AIDS prevalence is around one percent, there are indications that the incidence rate is on the rise. Therefore, the JPO should take necessary precautions.

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