



## Associate Professional Officer (APO), Land and Water Emergency and Resilience Officer at P2 level, Nairobi, Kenya

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### I. Overview

Through USAID's Bureau for Humanitarian Assistance (USAID/BHA), the United States sponsors qualified U.S. citizens for employment in the United Nations (UN) Food and Agriculture Organization (FAO) Associate Professional Officer (APO) Program.

**You must be a U.S. citizen to apply.**

Application Deadline:  
September 2, 2022, 5:00 p.m. EDT

Application instructions below in  
Section VII.

These fully funded APO positions strengthen the humanitarian coordination capacity of FAO. They further encourage U.S. citizens to become active members of the international community. After completing their APO assignments, a number of APOs successfully compete for positions at FAO and in other international and non-governmental organizations (NGOs).

### II. General Information

Title: Land and Water Emergency and Resilience Officer  
Organization/Office: FAO/Subregional Office for Eastern Africa  
Duty Station: Nairobi, Kenya  
Date Required: As soon as possible  
Duration: Two years

### III. Duties, Responsibilities, and Output Expectations

#### **Duties and Responsibilities:**

Under the direct supervision of the Sub-Regional Resilience Team Leader, and the technical guidance of the Land and Water Officer based in Addis Ababa, Ethiopia, APO has the following responsibilities:

- Collects and analyzes relevant technical, social, economic, environmental, institutional and technology related information, data and/or statistics to support the delivery of programme projects, products and services;
- Undertakes analysis, provides technical input for plans and reports and edits/revises technical/scientific documents;
- Participates in the development of improved work methods, tools and systems;

- Updates databases and web pages;
- Participates on multi-disciplinary project/work teams;
- Collaborates in the development of training tools and materials and the organization of workshops/seminars etc.;
- Participates in the organization, conduct and follow-up of meetings, consultations and conferences, the development/production of required materials and the provision of information and assistance to partners.
- Participates with Decentralized Offices in East Africa in activities related to the programming, design, implementation and monitoring & evaluation of land and water emergency and resilience programs and projects;
- Assists in the development of technical, analytical, monitoring and reporting frameworks, and related methodologies, tools, systems, and databases to support the planning, implementation/delivery and monitoring of land and water components of emergency and resilience related projects, products and/or services;
- Undertakes frequent missions to assist in the design, implementation and monitoring and evaluation of land and water components of projects including involvement in the design of feasibility assessment, emergency livestock water supplies, drought/flood response, irrigation and preparedness missions;
- Contributes to the provision of technical support and backstopping to emergency and resilience field projects and to respond to country requests for technical and policy assistance, providing technical advice, assistance and solutions;
- Supports technical backstopping to ensure the quality/effectiveness of capacity development and knowledge sharing activities among partners and countries on water and land in emergency and resilience contexts, such as policy support, workshops, trainings and learning events, including preparation of related information, learning materials, and on-line tools;
- Assists in the identification and analysis of best practices, increased policy dialogue and participates in sub regional, international/intergovernmental meetings on land and water – in particular in the area of emergency and resilience;
- Contributes to Resilience Team East Africa (RTEA) resource mobilization activities in accordance with the FAO Corporate strategy.

### **Technical Focus:**

- Implementation of FAO's resilience agenda at global, regional, sub-regional and/or country level, with a focus on technical and operational support, backstopping and resource mobilization for emergency and resilience projects and programs on land and water.



### **Key Results:**

- Collection and analysis of information, data and statistics and project/meeting services to support program projects, products and services.

## **IV. Qualifications and Experience**

### **Education:**

Advanced university degree in natural resources management, environment, hydrology or related field.

### **Work Experience:**

Three years of relevant experience in land and water resources and environmental related activities, including land and water resources/ecosystem assessment and management.

### **Languages:**

Working knowledge of English and limited knowledge of another FAO official language (Arabic, Chinese, French, Russian or Spanish).

### **Technical Skills:**

- Work experience in more than one location or area of work, particularly in field positions is desirable;
- Relevant experience in collecting and analyzing technical information and data in particular in emergency and resilience settings;
- Relevant experience in ecosystem assessment/management, in particular in emergency and resilience settings;
- Relevant experience in the preparation, editing and revision of technical/scientific documents and in organizing meetings and workshops;
- Understanding of FAO policies and programs is considered a strong asset.

### **Competencies:**

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



### **Workforce Diversity:**

The UN believes that an inclusive culture attracts the best talent and encourages all qualified applicants, regardless of gender, disability, sexual orientation, cultural, or religious backgrounds, to apply.

### **V. Background Information**

FAO's Subregional Office for East Africa is responsible for developing, promoting, overseeing and implementing agreed strategies for addressing subregional food, agriculture, and rural development priorities. It develops and maintains relations with subregion-wide institutions including Regional Economic Integration Organizations (REIOs). It assists the FAO Representations (FAORs) in the subregion with addressing subregional food security, agriculture and rural development issues at country level. The subregional office is a subsidiary of FAO's Regional Office for Africa.

The post is located in the Resilience Team East Africa (RTEA) FAO Office in Nairobi, Kenya.

### **VI. Application Instructions**

The APO program selection process is carried out jointly by USAID/BHA and FAO.

### **You must be a U.S. Citizen to apply.**

To apply please send the following to [BHA.JPOCoordinator@usaid.gov](mailto:BHA.JPOCoordinator@usaid.gov):

1. completed [UN Personal History Statement \(PII\)](#);
2. resume (CV) and;
3. cover letter to explain your interest in this position.

Please state which position you are applying for in the subject line of your email. If you wish to apply for multiple positions, please complete a Personal History Statement (PII) for each position and submit these to us in separate emails with the appropriate subject heading.

### **Application Details:**

Please complete the PII thoroughly. The PII provides the opportunity to include all required information in one document, including your professional work experience and references. Please attach a cover letter to explain your interest in the position and interest in working with



the UN, along with a general resume. The PII has instructions on how to complete the profile; however, please be sure to also follow the additional instructions below:

- The PII must be completed in English only. [You can find the PII form at the BHA Jobs website.](#)
- You may leave the signature/date sections blank at this time. If selected for one of the positions, you will then need to submit a signed version.
- Do not submit a photograph.
- Incomplete applications will not be considered.

**Application Deadline: Friday, September 2, 2022, 5:00 p.m. Eastern Daylight Time (EDT)**

For more information please consult the Frequently Asked Questions–  
[https://bhajobs.net/files/resources/FAQ\\_JPO.pdf](https://bhajobs.net/files/resources/FAQ_JPO.pdf)