

# Job Title: Programme Associate - Nutrition and School Meal Project G6 (Sri Lankan Nationals Only)

Requisition ID 170162 - Posted - Fixed Term - Asia, Southern - Sri Lanka - Colombo - (English) - NUTRITION

**WFP celebrates and embraces diversity. It is committed to the principle of equal employment opportunity for all its employees and encourages qualified candidates to apply irrespective of race, colour, national origin, ethnic or social background, genetic information, gender, gender identity and/or expression, sexual orientation, religion or belief, HIV status or disability.**

## ABOUT WFP

**The World Food Programme (WFP)** is the leading humanitarian organization saving lives and changing lives, delivering food assistance in emergencies and working with communities to improve nutrition and build resilience. In Sri Lanka, WFP works every day to help improve the nutrition status and food security amongst vulnerable communities, particularly women and children. We take pride in knowing that our day-to-day work makes a difference in the lives of the people we serve.

WFP is on the lookout for multifaceted individuals to join our dynamic team in pursuing our mission in changing lives and saving lives.

Applications are invited from Sri Lankan candidates to fill the following position.

## STANDARD MINIMUM QUALIFICATIONS

### Education

- Advanced Diploma or University degree in Social Science, Nutrition, Development or related functional area.

### Language

- Fluency in both oral and written communication in English
- Working knowledge of local language/s

## JOB PURPOSE

To provide effective specialized support and technical analyses to policy and programme activities under nutrition and SMP that effectively meet programme needs

## KEY ACCOUNTABILITIES (not all-inclusive)

1. Provide technical support and assist in the development and implementation of various activities and processes within the nutrition and SMP programmes supporting alignment with wider programme policies and guidelines.
2. Provide specialized project management support to nutrition and SMP programmes to ensure that the various activities are performed within the established targets following WFP's policies and procedures.
3. Within nutrition and SMP programmes, prepare a range of reports and data analysis (e.g. food assistance needs, resource utilization, programme status, performance) and highlight trends/issues ensuring deliverables adhere to corporate standards and quality control.
4. Ensure and/or perform accurate, timely recording of data within the nutrition and SMP programmes (e.g. assistance programmes, food security and vulnerability assessments) and consistency of information presented to stakeholders.
5. Liaise with internal counterparts to support effective collaboration, implementation and monitoring of ongoing project activities.
6. Coordinate and communicate with local partners, agencies, NGOs and government institutions.
7. Support the capacity building of WFP staff, cooperating partners and national government within the nutrition and SMP programmes.
8. Act as a point of contact for resolution of a range of operational queries and problems within nutrition and SMP programmes.
9. Oversee and/or review the work of other support staff, providing practical advice and guidance, to contribute to delivering objectives to agreed standards and deadlines.
10. Follow standard emergency preparedness practices to ensure WFP is able to quickly respond and deploy needed resources to affected areas at the onset of the crisis.

## 4Ps CORE ORGANISATIONAL CAPABILITIES

### Purpose

- Understand and communicate the Strategic Objectives: Coaches team in the most effective ways to communicate WFP's Strategic Objectives to WFP team and partners in the field.
- Be a force for positive change: Implements new methods or tools to improve team's work processes and productivity.
- Make the mission inspiring to our team: Maps team's activities and tasks to specific successes in beneficiary communities to showcase positive impact.
- Make our mission visible in everyday actions: Explains to teammates how each unit contributes to the overall WFP mission.

### People

- Look for ways to strengthen people's skills: Identifies skill development opportunities such as training modules or on-the-job experiences for self, colleagues and direct reports.
- Create an inclusive culture: Facilitates team building activities to build rapport in own unit.
- Be a coach & provide constructive feedback: Facilitates the pairing of junior colleagues with coaches within own team.
- Create an "I will"/"We will" spirit: Proactively anticipates potential challenges and develops mitigation plans to ensure that team meets goals and targets.

### Performance

- Encourage innovation & creative solutions: Identifies opportunities to be creative in own work and to help team be more innovative and accurate in their respective tasks and areas of work.
- Focus on getting results: Monitors team's deliverables and provides feedback to ensure outcomes are delivered consistently and accurately.
- Make commitments and make good on commitments: Provides accurate guidance to team on expected responsibilities and tasks, whilst also upholding own commitment to the team.
- Be Decisive: Sets an example and provides guidance to junior team members on when to escalate issues when faced with challenging issues in the workplace or in the field.

### Partnership

- Connect and share across WFP units: Facilitates partnerships with other WFP units to accomplish missions in the field.
- Build strong external partnerships: Sets an example and provides guidance to team on how to build relationships with external partners.
- Be politically agile & adaptable: Articulates to colleagues or direct reports the value of contributing to other WFP teams and agency partnerships in fulfilling WFP's goals and objectives.
- Be clear about the value WFP brings to partnerships: Organizes, monitors, and prioritizes own and team's efforts to ensure that they will fulfil the needs of internal and external partners.

## FUNCTIONAL CAPABILITIES

Capability Name	Description of the behaviour expected for the proficiency level
<b>Programme Lifecycle &amp; Food Assistance</b>	Demonstrates ability to identify key variables and contextual factors that affect food assistance problems and programmes throughout the lifecycle to inform quality programme design or re-design.
<b>Transfer Modalities (Food, Cash, Vouchers)</b>	Demonstrates ability to implement, under guidance, food assistance programmes deploying the full range of transfer modalities with an understanding of basic principles guiding modality selection and implementation.
<b>Broad Knowledge of Specialized Areas</b>	Understands basic technical concepts and data and their relevance to food assistance programmes.
<b>Emergency Programming</b>	Displays capacity to provide inputs into the development, implementation and realignment of high quality emergency programmes.
<b>Strategic Policy Engagement w/Government</b>	Understands and applies basic principles of engagement with government counterparts at the national or local level.

## DESIRED EXPERIENCES FOR ENTRY INTO THE ROLE

Minimum 3 years of related professional experience at a national or international level organization with specific experiences as mentioned below

- Has worked with technical teams (i.e. nutrition, VAM, etc.).
- Has contributed to implementation of programmes.

- Has observed or assisted with policy discussions.

## **TERMS AND CONDITIONS**

\*1 Year (renewable)

## **DEADLINE FOR APPLICATIONS**

11.59 pm Wednesday, 10 August 2022

**WFP encourages female candidates and people with disabilities to apply.**

**WFP seeks candidates of the highest integrity and professionalism who share our humanitarian principles.**

**Selection of staff is made on a competitive basis. We are committed to promoting diversity and the principle of equal employment opportunity for all our employees and encourages qualified candidates to apply irrespective of religion or belief, ethnic or social background, gender, gender identity and disability.**

*No appointment under any kind of contract will be offered to members of the UN Advisory Committee on Administrative and Budgetary Questions (ACABQ), International Civil Service Commission (ICSC), FAO Finance Committee, WFP External Auditor, WFP Audit Committee, Joint Inspection Unit (JIU) and other similar bodies within the United Nations system with oversight responsibilities over WFP, both during their service and within three years of ceasing that service.*