

Job Title: Consult Head of Field Office

Grade: CST II

Duty Station: Dori, Burkina Faso

Contract Type: Consultant

Background & Purpose of assignment:

The World Food Programme (WFP) operates in Burkina Faso in a highly challenging humanitarian and security context characterized by increasing insecurity, large scale population displacement, acute food insecurity, and recurrent climatic shocks. These factors have a significant impact on the Sahel region in particular, where the town of Dori, located in the Séno Province, represents one of WFP's priority operational areas.

The Dori Sub Office plays a critical role in the planning, coordination, and implementation of WFP operations in northern Burkina Faso. The office supports the delivery of life saving food assistance, nutrition interventions, and resilience building activities, while ensuring close coordination with national and local authorities, cooperating partners, non governmental organizations, and other United Nations agencies.

Given the complexity, scale, and strategic importance of operations in the area, WFP seeks to recruit a Head of Su The primary purpose of the assignment of the Head of Sub Office, Dori (CST Level 2) is to provide overall leadership and management of the Dori Sub Office and to oversee the effective, timely, and high quality implementation of WFP activities within the area of responsibility, in line with the WFP Country Strategic Plan, national priorities, and WFP policies and standards.

Specifically, the Head of Sub Office will be responsible for:

- Manage and lead WFP field operations within the area of assignment to ensure timely and effective deployment of food assistance programmes.
- Hold accountability for the deployment of CO initiatives, policies and strategies.
- Effectively manage the Field Office to ensure transparent and efficient people management and the continued development of a cohesive and high performing team.
- Ensure efficient use of financial resources for achievement of set objectives.
- Hold accountability for the security of WFP staff, operations, premises and assets in the Field Office to ensure that WFP security and safety standards are locally set and followed.
- Actively participate and contribute to the Area Security Management Team (ASMT).
- Collaborate with governments and other partners in identifying where food assistance can be usefully deployed at the local level and provide support and technical expertise for the planning, formulation and implementation of food

assistance programmes, including advice on the context-specific transfer modalities (food, cash or vouchers).

- Develop and coordinate data gathering and monitoring systems and conduct timely monitoring and evaluation activities.
- Hold accountability and/or prepare accurate and comprehensive analysis and reports on WFP operations and performance with regular and timely submission for Area/Country Office review to identify programme support requirements and inform operational planning and decisions.
- Forge and nurture external partnerships to improve assistance packages and support complementary strategies; identify potential areas for collaborative approaches and initiatives.
- Develop and sustain liaison with local government authorities, international and local NGOs, UN agencies, donors, civil society, beneficiaries and other partners and media engaged in the field of food security.
- Engage with beneficiaries, inspect storage places and points where WFP commodities are received, in order to ensure compliance with WFP policies and that progress is made in the achievement of project objectives.
- Other as required.

Qualifications & Experience required

Education:

Advanced University degree in Economics, International Development, Social Sciences or other related field, or First University degree with additional years of related work experience and/or training/courses.

Experience:

- Has 5 years of experience
- Has developed, or supported in the development of, multi-discipline work plans to support the achievement of WFP strategic aims within a defined area.
- Has gained experience in field operations, preferably in a hardship duty station or emergency situation.
- Has field experience via field rotations or working in a sub-office, and through field postings.
- Gained experience of analysing political situations, assessing risk accurately and supporting managers and leaders in decision making that is sensitive to this.
- Gained broader exposure across areas within a function (i.e. policy, programme etc.)
- Has gained experience managing mid-size financial budgets, balancing multiple priorities effectively.
- Has experience leading a mid-size to large team to ensure the effective delivery of objectives.

- Participated in a vendor/government/ partner negotiation in support of broad function or Country Office requirements.
- Participated in a moderately complex emergency operation/ development programme.
- Has experience with security co-ordination and compound management within a mid-size area.

Knowledge & skills:

- Demonstrates humility and a willingness to learn and share knowledge, frequently seeking and acting on feedback, and pursuing opportunities to develop
- Identifies and aligns objectives to the required outcomes, holding self and/or others accountable for the delivery of results for maximum impact
- Supports development for others by giving timely and constructive feedback
- Gathers data and different perspectives, shares knowledge and uses evidence to inform decision making
- Implements decisions, considering the risks and implications of actions for teams, projects and other initiatives
- Collaborates with partners to deliver common objectives by sharing information and co- creating innovative solutions with beneficiaries when appropriate