



**World Food  
Programme**

**Programme  
Alimentaire  
Mondial**

**Programa  
Mundial de  
Alimentos**

**برنامج الأغذية  
العالمي**

**READVERTISED**  
**UNITED NATIONS WORLD FOOD PROGRAMME**  
**VACANCY ANNOUNCEMENT NO. WFP IND/SSA/2010/007**

Date of Issue: 15 July 2010  
Closing Date: 29 July 2010

<b>Post Title</b>	:	<b>Consultant (M&amp;E-VAM Unit)</b>
<b>Organization</b>	:	<b>United Nations World Food Programme (WFP)</b>
<b>Duty Station</b>	:	<b>New Delhi, India</b>
<b>Duration</b>	:	<b>5 Months</b>
<b>Type of Contract</b>	:	<b>Special Service Agreement</b>

**This vacancy is open to applicants of either sex. Preference will be given to equally qualified women candidates.**

Under the direct supervision of Monitoring and Evaluation/Vulnerability Analysis and Mapping (M&E-VAM) Unit Head, the consultant will focus on assisting the Country Office for the finalization of Food Security Atlases and overview report, preparing flyers, presentations and other support for releasing these atlases and provide assistance in the preparations of WFP's mid term evaluation.

The consultant will work closely with the Senior VAM Assistant and seek guidance wherever required. The Consultant, under the direct supervision of the Programme Officer (M&E-VAM) and overall supervision of the Deputy Country Director, shall perform the following functions:

**Duties and Responsibilities:**

1. Assist in reviewing the reports and state atlases for food security of Rajasthan, Uttar Pradesh and Maharashtra.
2. Assist in preparation of a consolidated feedback for the developing agency and follow-up for finalization as per the timelines.
3. Co-ordinate release of the atlases, including drafting of invitation letters, preparing power point presentations, assist in preparation of speeches, provide inputs for press release, etc.
4. Prepare NFRs, lessons learnt on the experiences of food security atlases and release ceremonies.
5. Assist in the finalization of for self-evaluation of activities 2 and 3 of the WFP Country Programme by development of the design and tools, whilst undertaking training for the field monitors, monitoring the data collection, and liaising with institutions for support along with the M&E team.
6. Assist in undertaking data analysis and assist preparation of preparatory documentation for the Mid- Term Review Team
7. Undertake field visits if necessary
8. Any other tasks and relevant documentation.



**Education:**

Secondary school education, preferably University degree, from a recognized university in areas, such as, Development /Health Economics, Social Sciences with specialization in Economics & Statistics with experience of working in the areas of vulnerability analysis, food security and undertaking household surveys. Ability to work on GIS and produce maps is required.

**Experience:**

At least 4 years of experience in the related fields with ability to work independently on technical matters with a minimum supervision.

**Functional Competencies:**

Ability to spell and write correctly in English; ability to maintain accurate and precise records and to interpret and analyse a variety of data and resolve discrepancies. Ability to work accurately and systematically; to identify and resolve data discrepancies and operational problems. Ability to perform detailed work and to handle a large volume of work quickly and accurately under time constraints. Courtesy, tact and the ability to work effectively with people of different national and cultural backgrounds.

**Desirable skills and/or experience:**

Advanced knowledge of WFP specified software (Microsoft Windows, MS Excel, MS Word, MS Power Point) Lotus Notes; experience in facilitation and moderating discussions and training. Experience of working with the UN and/or private sector in the area of food aid or development.

**Language:**

Fluency in both oral and written communication in English and working knowledge of Hindi.

**How to apply:**

Applications for this vacancy should be sent by email to [job.India@wfp.org](mailto:job.India@wfp.org) indicating the vacancy announcement number and the Post Title in the subject of your email. Only short-listed candidates will be contacted for interview.

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