



**External Publication of Job Posting**

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**Job Posting Title**

POLICY OFFICER (PATTEC)

**Start Date**

14.05.2019

**End Date**

17.06.2019

**Reference Code**

30005347 - 03

**Job Title**

POLICY OFFICER (PATTEC)

**Organization**

The African Union, established as a unique Pan African continental body, is charged with spearheading Africa's rapid integration and sustainable development by promoting unity, solidarity, cohesion and cooperation among the peoples of Africa and African States as well as developing a New Partnership worldwide. Its Headquarters is located in Addis Ababa, capital city of Ethiopia.

AU-PATTEC Coordination Office has been established as an internal body of the Africa Union Commission within the Department of Rural Economy and Agriculture, to assist tsetse and trypanosomiasis affected Members States, in the coordination and implementation of the Pan African Tsetse and Trypanosomiasis Eradication Campaign (PATTEC) Initiative at continental level. The Office supports members' states in the development of T&T programmes and projects and their implementation with the support of relevant stakeholders.

In seeking to achieve these objectives, the African Union invites applicants, who are citizens of Member States to apply for the post of Policy Officer – Programme Monitoring and Facilitation specialized in monitoring and evaluation of T&T programmes and projects.

**Department**

1. Post:

Job Title: Policy Officer – Programme Monitoring and Facilitation (PATTEC)

Post Level: P2

Department: Department for Rural Economy and Agriculture

Duty Station: Addis Ababa, Ethiopia

Supervisor: PATTEC Coordinator

### **Project**

#### 2. Job Purpose

The Policy Officer serves as an advisor on all matters related to monitoring and evaluation of tsetse and trypanosomiasis intervention programmes/projects and is in charge of tracking and documenting evidence-based progress of national, regional and continental tsetse and trypanosomiasis interventions towards the attainment of the objectives of the PATTEC initiative. The Policy Officer provides guidance on the identification of appropriate and SMART indicators for measuring progress towards the attainment of the PATTEC initiative and documents lessons learned from ongoing and concluded projects.

### **Tasks**

#### 3. Major Duties and Responsibilities:

- Develops a monitoring and evaluation framework for the PATTEC Coordination Office;
- Undertakes monitoring and evaluation of progress in the implementation of the objectives of the PATTEC initiative;
- Identifies animal production, value chains and socio-economic management needs in tsetse control areas;
- Prepares PATTEC annual work plans and budgets in collaboration with other PATTEC staff;
- Routinely collects, collates, analyses and disseminates continental information on tsetse and trypanosomiasis;
- Monitors country level PATTEC initiative implementation in terms of technical specifications and timeliness;
- Regularly prepares content of the PATTEC Website;
- Designs and facilitates the production and dissemination of PATTEC advocacy materials;
- Prepares regular reports; collects and manages information on the plans and activities of the PATTEC Coordination Office;
- Prepares and reviews ad hoc briefs on PATTEC implementation upon request
- Performs any other duties assigned by the supervisor.

### **Requirements**

#### 4. Educational qualifications and experience required:

Candidates must have a minimum of:

a Bachelor's Degree in Agricultural or Development Economics, Social Science or any other relevant field, and at least 3-4 years of work experience in monitoring and evaluation of rural development programmes, out of which at least 2 years are in animal health intervention programmes.

OR

a University Diploma in Agricultural or Development Economics, Social Science or any other relevant field, and at least 5 years of work experience at a specialist level, in monitoring and evaluation of rural development programmes, out of which at least 2 years are in animal health intervention programmes.

Candidates with a Master's degree will have an added advantage.

5. Skills and competencies required:

Functional Skills:

- Computer literacy
- Working knowledge of office management practices.
- Ability in policy analysis and knowledge of project planning and management
- Ability in drafting and report writing.

Personal Skills:

- Excellent interpersonal skills;
- Teamwork and ability to organize and motivate others;
- Ability to work in a multi-cultural environment.

Knowledge Skills:

- Good communication skills;
- Working knowledge of principles of environmentally sustainable insect management;
- Excellent organizational skills.

6. Language Requirement:

Proficiency in at least one of the African Union working languages (English, French, Arabic, Portuguese); knowledge of other working languages would be an added advantage.

7. Tenure of Appointment:

The appointment will be made on a regular term contract for a period of three (3) years, of which the first twelve months will be considered a probationary period. Thereafter the contract shall be renewable every two years subject to good performance and deliverables.

8. Gender Mainstreaming:

The AU Commission is an equal opportunity employer and qualified women are strongly encouraged to apply.

9. Least Representative Countries

Candidates from the following least represented countries are encouraged to apply: Eritrea, Central African Republic, Cape Verde, Comoros, Congo (DRC), Djibouti, Equatorial Guinea, Liberia, Mauritania, Namibia, Sahrawi Arab Republic, Madagascar, Sao Tome and Principe, Seychelles and Somalia.

10. Remuneration:

Indicative basic salary of US\$31,073.00 (P2 Step 1) per annum plus other related entitlements e.g. Post adjustment 46% of basic salary, Housing allowance \$ 22,932.00 per annum and education allowance (100% of tuition and other education related expenses for every eligible dependent up to a maximum of US\$ 10,000.00 per child per annum), for internationally recruited staff and \$3,300 per child per annum for locally recruited staff.

## How to apply

Applications must be made through the AUC E-recruitment Website  
<http://www.aucareers.org> no later than 17 June 2019.

1. Attach detailed and updated curriculum vitae/resume including three (3) referees with good knowledge. Of candidate's work, please, provide referees' contact details – telephone and e-mail addresses.
2. Copy of valid passport.
3. Certified copies of educational qualifications – degrees, diplomas and certificates, where applicable (Not More than 5 Documents in PDF Format, and not exceeding 1 MB).
4. Please be aware that only complete applications will be considered.
5. Please note that only shortlisted candidates will be contacted

Applications are pre-screened by the system according to the published requirements of the job opening on the basis of the information provided in the application. In relation to the requirements of the job opening, applicants must provide complete and accurate information pertaining to their qualifications, including their education, work experience, and language skills. Each applicant must bear in mind that submission of incomplete or inaccurate applications may render that applicant ineligible for consideration for the job opening. Initial screening and evaluation of applications will be conducted on the basis of the information submitted. Applications cannot be amended following submission. Candidates under serious consideration for selection will be subject to a reference-checking process to verify the information provided in the application.

Directorate of Administration and Human Resource Management  
African Union Commission

### ***Contract Type***

Regular (Long Duration)

### ***Employment Fraction***

Full-time

### ***Branch***

Headquarters