



World Meteorological Organization  
Organisation météorologique mondiale

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Weather • Climate • Water  
Temps • Climat • Eau

VACANCY NOTICE NO: 2159 DEADLINE FOR APPLICATION: 17 November 2021				
POST	GRADE	DUTY STATION	COMMENCEMENT OF DUTY	NATURE OF APPOINTMENT
Senior Programme Officer	P5	Geneva, Switzerland	To be determined	Fixed-term - 2 years
<b>ORGANIZATIONAL UNIT</b> Regional Strategy Office (RSO) Member Services and Development Department			WMO is committed to achieving diversity and a balanced workforce. Applications are welcome from qualified women and men, including those with disabilities. The statutory retirement age after 1 January 2014 is 65. For external applicants, only those who are expected to complete the term of appointment will normally be considered.	
<b>DUTIES AND RESPONSIBILITIES</b>  Under the supervision and guidance of the Director, Regional Strategy Office (RSO), the incumbent will work with the Director and with the WMO Regional Offices to support: the development and monitoring of operating plans and budgets; regional implementation of the WMO Strategic and Operating Plan; development of the Operating Plans of the Regional Association; development of Key Performance Indicators for the Operating Plans of the Regional Associations and Regional and Representative Offices; provision of support to NMHSs for development of long term strategic/business plans and related national legislation; establishment of regional and national frameworks for weather-, water-, and climate services and respective action plans.  The incumbent will specifically perform the following duties:  (a) Assist the Director with the development of the strategies and operating plan of the MS Department and their monitoring; (b) Work with the Regional Offices to provide support from WMO Headquarters to the WMO Offices in the Regions in the implementation of the WMO Strategic and Operating Plan; (c) Assist in the preparation and formulation of annual operating plans of the WMO Regional Offices; (d) Lead the support to Members on development and operationalisation of national strategic plans, including business plans for the modernization of NMHSs and the establishment of sustainable frameworks for weather, water and climate services as governance and coordination mechanisms; (e) Support Members with the development of the appropriate legal instruments and business plans for the effective operation of NMHSs and operationalization of the national frameworks for weather, water and climate services; (f) Support Members with the identification and effective engagement with key stakeholders involved in the entire value chain for the provision of weather, water and climate services as well as stakeholders in the priority application sectors of Members; (g) Compile model legislation, experiences and create a repository in the Country Profile Database for the easy access of the documentation to Members engaged in the development of strategic plans, legislation and frameworks for weather, water and climate services; (h) Monitor and compile feedback on the level of implementation of Member's strategic plans and frameworks for weather, water and climate services, particularly those developed with the support of the WMO; (i) Coordinate with WMO technical departments to ensure that the strategic plans, respective actions plans and the frameworks for weather, water and climate services are developed with due consideration to the integrated approach dealing with all elements of the weather, water and climate services value chain;			<b>QUALIFICATIONS</b>  <b>Education</b> Master's degree or equivalent in meteorology, hydrology, climatology or a closely related field. Sound knowledge and experience in strategic planning, management, monitoring and evaluation.  <b>Experience</b> At least ten years of combined national and international progressively responsible experience in operational activities and management, of which at least five years in an international organization dealing with technical cooperation issues including resource mobilization and regional matters. Excellent knowledge of WMO Programmes and activities, especially their regional components. Experience coordinating activities and projects at national and international levels.  <b>Other requirements</b> Demonstrable knowledge and experience in the design, management and evaluation of complex, integrated, multi-disciplinary initiatives and programmes involving national governments, civil society and international organizations. Demonstrated experience leading the working of multiple stakeholders. Ability to anticipate and understand client needs, formulate clear strategic plans, prioritize interventions, and determine resources need according to priorities. Ability to develop innovative solutions to address challenging situations. Proven ability to negotiate and influence change with a wide range of stakeholders through team/coalition building and advocacy. Ability to build strong relationships with external actors - cultivate productive relationships with donors, partners and other important institutions and individuals. Demonstrated abilities and contributions to policy and guideline formulation, resource mobilization, team building, team leadership and management. Demonstrated experience/ability to design and deliver capacity needs assessments in the context of provision and delivery of weather, water and climate information and products. Excellent oral and written communication skills. Proven analytical and writing skills. Knowledge and experience of different Monitoring and Evaluation techniques. Excellent analytical, coordination and management skills. Maturity of judgement. Sense of responsibility. Ability to take initiative and to produce original ideas. Capacity for planning, organizing and managing programmes. Ability to work in a multicultural environment and to foster diversity and team spirit.  <b>Languages</b> Excellent knowledge of English (both oral and written). Knowledge of other official languages of the Organization would be an advantage.  (Note: The official languages of the Organization are Arabic,	

(j) Prepare trainings to enhance the capacity of Members to develop strategic and action plans, and frameworks for weather, water and climate services;

(k) Assist in the development of Key Performance Indicators (KPIs) for the operating plans of the RSO, regional offices and regional associations and actively participate in the monitoring of the implementation of the plans using the KPIs;

(l) Assist with the development of proposals, including extra-budgetary proposals, in coordination with the Regional Offices, Technical Departments and partners to address:

- Technical Assistance in WMO Priority Areas;
- Regionally-focused capacity development activities;
- NMHS Strategic Planning;
- Regional and Inter-regional cooperation;

(m) Assist Regional Directors in the organization of regional events and activities especially regional association sessions and their working groups and technical conferences and ensure appropriate coordination with Technical Departments at WMO Headquarters;

(n) Develop and update guidance material on strategic planning, action plans and frameworks for weather, water and climate services, considering developments in the field, identified priorities and needs, and lessons from Members who have undergone similar processes;

(o) Carry out other relevant duties as required.

Chinese, English, French, Russian and Spanish.)

The Secretary-General may appoint a candidate at a grade below the advertised grade of the post, with the possibility of promotion to that grade within three years of appointment, subject to satisfactory appraisal of performance.

Possibility of renewal subject to the availability of funds and pending satisfactory performance after an initial probationary period of one year which can be extended up to a maximum of two years.

#### **SALARY AND ALLOWANCES**

Annual net base salary on initial appointment is: US\$ 89837

Annual post adjustment on initial salary is: US\$ 66569 (in addition to the net base salary)

#### **Additional Information:**

Only applicants in whom WMO has a further interest will be contacted.  
Shortlisted candidates may be required to sit a written assessment and/or an interview.

**Date of issue of vacancy notice: 20 October 2021**