



Terms of Reference: Programme Policy Volunteer
Duty Station: Johannesburg/South Africa
Level: Volunteer
Unit: Programme Unit/ cross-functional

Organizational Context:

In a world of plenty, where enough food is produced to feed everyone on the planet, hunger should be a thing of the past. However, conflict, climate change, disasters, inequality and – most recently – the COVID-19 pandemic mean one in nine people globally is still going to bed hungry and famine looms for millions. Powered by the passion, dedication and professionalism of our 20,000 staff worldwide, the World Food Programme (WFP) works in over 120 countries and territories to bring life-saving food to people displaced by conflict and made destitute by disasters, and help individuals and communities find life-changing solutions to the multiple challenges they face in building better futures.

We work to enhance nutrition in women and children, support smallholder farmers in improving productivity and reducing losses, help countries and communities prepare for and cope with climate-related shocks, and boost human capital through school feeding programmes. In conflict situations, we bring relief to exhausted populations and use food assistance to build pathways to peace and stability – work for which WFP was awarded the Nobel Peace Prize in 2020.

Brief description of WFP's operations in Southern Africa

Southern Africa is a region that is home to more than 50 million food-insecure people. It consists of low-income, lower-middle income and upper-middle income countries with some being endowed with rich natural resources yet limited institutional capacities, and with others that have both strong institutional capabilities and rich natural resources. For WFP to reduce the number of food insecure people in the region, the WFP Regional Bureau for Southern Africa (RBJ) needs to find innovative ways to engage with countries in the region.

The WFP Regional Bureau for Southern Africa (RBJ) supports 12 Country Offices in the region to advance efforts towards Zero Hunger by 2030. A key priority of the Regional Bureau (RB) is to support Governments in the Southern African region, in all areas of our work, and particularly in the area of data and information generation for decision making. The RB is prioritizing more aggressive support to governments to improve their information/knowledge base, to address food and nutrition security.

Such support is designed to filter down to concrete ways of saving and changing the lives of the people we serve. Supporting Governments is the cornerstone of WFP's work in the region to address Zero Hunger, where Governments take full ownership and ensure sustainability of the work as we support them. This involves working closely with SADC member states, SADC Secretariat, and increasingly with the African Union through the Africa Union Development Agency - AUDA.

WFP's programmes in the region are designed to achieve the organisation's five corporate strategic outcomes which are:

- People are better able to meet their urgent food and nutrition needs
- People have better nutrition, health and education outcomes
- People have improved and sustainable livelihoods

- National programmes and systems are strengthened
- Humanitarian and development actors are more efficient and effective

In short, while remaining a major player in the saving lives agenda by responding adequately to shocks that cause food insecurity, the most important of which are conflicts, climate-based crises and economic shocks aggravated by poverty, WFP intends to use its interventions in normal situations to reduce the impact of these shocks and thus build the capacity of populations to cope with these situations that deteriorate their food and nutrition security. All of this can only be sustained if interventions are designed by and with the governments, local actors and populations whose capacities need to be strengthened to create sufficient ownership of the implementation mechanisms.

Specific Tasks

Under the direct supervision of the Head of Programme, the candidate tasks could include the following duties (more concrete workplan will be agreed upon arrival):

- Contribute towards the development of a wide variety of projects, plans and processes, ensuring alignment with wider programme policies and guidance. This includes urban programming, emergency preparedness and response, social protection and other related fields
- Provide project management support to specific and defined programmes and projects of considerable size/complexity, ensuring a coordinated approach with wider programmes that complies with WFP standards and procedures.
- Develop and coordinate data gathering to support programmatic decision making, ensuring that rigorous quality standards are maintained.
- Research and analyse a range of policy and operational issues to inform the development of policies, programmes and activities. This includes topics around
 - Vulnerability analysis: Diverse and marginalised groups especially women, girls, youth, PLHIV and PWDs are targeted and integrated in WFP programmes.
 - Youth unemployment and engagement
 - Urban programming
- Contribute to the preparation of accurate and timely reporting on programmes and activities that enable informed decision making and consistency of information presented to stakeholders.
- Support the capacity building of WFP staff, partners and national government to prepare for and respond to food assistance needs, e.g. through providing inputs into training materials.
- Contribute in various ways (analysis, report writing, findings utilization, advocacy, guidance preparation...) to the ongoing regional urban preparation project
- Other as required.

Qualifications and experience

- Currently enrolled with in a graduate programme and have attended classes in the past 12 months, or a recent graduate from a graduate programme (within six months prior to the application).

- Preferred areas of study are Humanitarian or Development Assistance, International Relations, Geography, Urban Studies and Planning, Social Sciences or another related field
- A strong analytical skill, synthesis capacity, excellent writing, and communication skills as well as the capacity to work with a diverse team will make a successful candidate.
- Proficiency in MS Office (Word, Excel, Power Point, Outlook) Experience working in multidisciplinary teams would be an asset.
- Proactivity and creativity
- Openness to innovation and learning
- Enthusiasm for humanitarian and development causes
- Good teamwork and interpersonal skills

Working Languages

Working knowledge of English (proficiency/level C) is required.

Training components

Throughout this assignment, the Volunteer has access to an industry leading learning platform, WeLearn. Depending on opportunities and availability of funds, he/she may participate in WFP workshops or seminars, as appropriate. The candidate will also be involved in all ongoing programmes and activities with gradually increasing levels of responsibility over the course of their career.

Learning Elements

Internally, collective learning and knowledge sharing is a key priority of the Programme Unit, offering the Volunteer the opportunity to get insights into the work of the whole organisation. Regular meetings and learning sessions as well as coaching on specific topics help the team members to share their knowledge and experiences.

At the end of the assignment, the Volunteers should:

- Have learnt about WFP, its mission, internal organizational structure, workstream and culture
- Have a general understanding of WFP operations and activities in the region
- Familiarized with WFP strategies, methodologies and tools related to resilience building, preparedness and capacity strengthening and sustainable food systems in urban settings
- Gained experience in working in multidisciplinary and international teams
- Development of professional skills: including specific competencies and reflection on assignment-related abilities; and on-the-job skills such as time management, problem-solving, team building
- Understanding the increasingly important role of urban context understanding in WFP's capacity to respond to food and nutrition security issues
- Inter-personal skills: including communication and listening skills; multi-cultural awareness and cultural competency; and conflict and stress management.