



World Meteorological Organization
Organisation météorologique mondiale

Secrétariat
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VACANCY NOTICE No. 1762
DEADLINE FOR APPLICATION: 17 March 2010

POST	GRADE	DUTY STATION	COMMENCEMENT OF DUTY	NATURE OF APPOINTMENT
Senior Programme Manager	P 5*	Geneva	1 July 2010 or as soon as possible thereafter	Fixed-term of two years with possibility of renewal pending satisfactory performance after an initial probationary period of one year, which can be extended up to a maximum of two years
ORGANIZATIONAL UNIT			Applications from suitably qualified female and male candidates are equally welcome.	
Office for the LDC Programme and Regional Coordination Development and Regional Activities (DRA) Department				
DUTIES AND RESPONSIBILITIES			QUALIFICATIONS	
(Please see reverse side)			<i>Education</i>	
			Advanced university degree in meteorology, hydrology or environmental related sciences from a recognized university. A Doctorate degree would be an advantage.	
			<i>Experience</i>	
			At least 10 years of combined national and international progressively responsible experience in operational activities and management in a National Meteorological and Hydrological Service. Ten years of relevant experience in technical cooperation activities in an international organization, particularly in the areas of project/programme design, development and management, and resource mobilization.	
			<i>Other requirements</i>	
			Familiarity with policies and plans associated with the United Nations, LDCs and SIDS; proven basic record of working with databases, including development of country-profile databases; proven project management experience and demonstrated delivery of capacity-building projects and initiatives; ability to work in a multicultural environment. Sense of responsibility, initiative, organization and management; maturity of judgement. Good managerial and communication skills. Proven ability to draft reports and documents.	
			<i>Languages</i>	
			Excellent knowledge of English or French and a good working knowledge of the other language. Knowledge of other working languages of the Organization would be an advantage.	
			(Note: The working languages of the WMO Secretariat are English and French. The official languages of the Organization are Arabic, 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.				
SALARY, ALLOWANCES AND OTHER BENEFITS				
Annual net base salary on initial appointment US\$ 85,615 for staff members with dependants				
US\$ 79,537 for staff members without dependants				
Annual post adjustment on initial salary is US\$ 68,320 for staff members with dependants				
US\$ 63,470 for staff members without dependants				
This post adjustment, which is subject to change without notice, is paid in addition to the net basic salary.				
APPLICATIONS: Applications should be made on the WMO Personal History Form which may be obtained from the WMO Secretariat on request or downloaded from the Internet at http://www.wmo.int/vacancies and should be addressed <u>under confidential cover</u> to:				
The Chief, Human Resources Division, World Meteorological Organization, P.O. Box 2300, 1211 Geneva 2, Switzerland				
Do not send your application via multiple routes. Due to the expected volume of applications, receipt of applications cannot be acknowledged individually. Only applicants in whom WMO has a further interest will be contacted. Shortlisted candidates may be required to sit a written test and/or an interview.				

Date of issue of vacancy notice: 17 February 2010

WORLD METEOROLOGICAL ORGANIZATION

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VACANCY NOTICE No.1762, ANNEX

SENIOR PROGRAMME MANAGER

Duties and responsibilities

Under the overall guidance of the Director, Development and Regional Activities (DRA) Department and under the supervision and guidance of the Director, Office for the Least Developed Countries Programme and Regional Coordination (LDCR), the incumbent will perform the following duties:

- (a) Contribute to, and participate in, the planning, development and implementation of the Strategic Action Plans and Programmes for enhancing the contribution of National Meteorological and Hydrological Services (NMHSs) of LDCs and Small Island Developing States (SIDS) to the socio-economic development of the respective countries;
 - (b) Take initiatives and participate in the mobilization of resources for implementing projects in support of the NMHSs of LDCs and SIDS through contacts and negotiations with funding agencies, cooperating partners and other United Nations system agencies, as appropriate;
 - (c) Develop and organize capacity building activities for NMHSs in LDCs and SIDS in the areas of leadership, management, strategic planning, resource mobilization, marketing and communication;
 - (d) Formulate and implement pilot projects for evaluating and demonstrating socio-economic benefits of weather, climate and water services to sustainable development in LDCs and SIDS, in particular towards achieving internationally-agreed development goals including those contained in the Millennium Declaration (MDGs);
 - (e) Support the Director, Office for the LDC Programme and Regional Coordination in the coordination of common regional activities, including regional components of the regular budget, the WMO Strategic Plan, preparation of documents, the Annual Report and web pages;
 - (f) Provide support to the Director in planning and coordinating the establishment, development and maintenance of the WMO Country profile Database;
 - (g) Keep abreast of, and maintain close liaison with, the appropriate United Nations offices for LDCs, SIDS, the MDGs and other pertinent institutions of relevance to the implementation of the WMO Programme for the LDCs;
 - (h) Prepare documents for Congress, the Executive Council, regional associations, technical commissions and subsidiary bodies, and other public information materials for the WMO Bulletin, regional newsletters and other publications, on matters concerning the WMO Programme for the LDCs, the SIDS Strategic Action Plan and other related matters;
 - (i) Carry out other relevant duties as required.
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