



World Meteorological Organization
Organisation météorologique mondiale

Secrétariat
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VACANCY NOTICE No.1764
DEADLINE FOR APPLICATION: 19 March 2010

POST	GRADE	DUTY STATION	COMMENCEMENT OF DUTY	NATURE OF APPOINTMENT
WMO Representative for Eastern and Southern Africa	P.4*	Nairobi, Kenya	1 May 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 Regional Office for Africa Development and Regional Activities (DRA) Department			Applications from suitably qualified female and male candidates are equally welcome.	
DUTIES AND RESPONSIBILITIES (Please see reverse side)			QUALIFICATIONS Education Advanced university degree in meteorology, hydrology or environmental related sciences, and professional training in meteorology or a relevant field. Additional training in international cooperation and project management would be an advantage. Experience At least eight years of experience in management, preferably in a National Meteorological Service or a related environmental institution. Knowledge of United Nations structures and working processes. Having participated in WMO meetings, workshops and other events and having worked as a UN and/or WMO consultant or a member of a WMO working group or a rapporteur would be an advantage. Other requirements Sense of responsibility, maturity of judgement and initiative. Ability to plan, organize and manage. Ability to maintain discussions with Senior National Officials of the Region. Strong sense of diplomacy and tact are required. Awareness of the needs of Members; knowledge of WMO Programmes and evolving development policies. Good knowledge of project formulation and project management. Languages 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 is US\$ 71,393 for staff members with dependants
 US\$ 66,482 for staff members without dependants

Annual post adjustment on initial salary is US\$ 25,273 for staff members with dependants
 US\$ 23,534 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 under confidential cover 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: 19 February 2010

WORLD METEOROLOGICAL ORGANIZATION

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VACANCY NOTICE No. 1764, ANNEX

WMO REPRESENTATIVE FOR EASTERN AND SOUTHERN AFRICA

Duties and responsibilities

Under the guidance of the Director, Regional Office for Africa and the overall supervision of the Director, Development and Regional Activities Department, the incumbent will perform the following duties:

- (a) Contribute to the implementation of resource mobilization (RM) activities within the subregion and the promotion of resource mobilization activities of the WMO Offices through: promotion of RM activities in coordination with other technical departments and through collaboration with regional and international organizations, including regional development partners;
 - (b) Assist Members in the subregion in the preparation of Strategic Development Plans, identification of requirements for the further strengthening and development of the NMHSs and in the formulation of relevant project proposals including implementation in support of the Services; and to further maintain updated country profiles;
 - (c) Participate in the organization of sessions of regional associations and follow-up actions in the implementation of decisions with regard to the implementation of the Regional Programme in the subregion. Contribute to the preparation of documents for the Executive Council and Congress within the mandate of DCR and, in particular, the Regional Office for Africa (RAF);
 - (d) Establish partnerships and work with regional and subregional groups in the subregion, which include the Intergovernmental Authority on Development (IGAD), the East African Community (EAC), the Southern African Development Community (SADC) and the Common Market for Eastern and Southern Africa (COMESA) in the implementation of meteorological, hydrological, and environmental programmes and attend their meetings, as appropriate. Provide technical support in the organization of the annual meetings of Directors/Heads of NMHSs in each subgroup;
 - (e) Support the organization of WMO regional events such as seminars, workshops, technical conferences and other activities planned by the technical departments and participate, as necessary, in these events. Some of these include the work of RA I Working Groups and Rapporteurs and in particular the RA I Tropical Cyclone Committee of the South West Indian Ocean. Provide support to training events at the Regional Meteorological Training Centre (RMTC) in Nairobi and assist the Education and Training (ETR) Department in the management of WMO Fellows;
 - (f) Represent WMO at meetings in countries in the subregion, including at the United Nations Office in Nairobi (UNON), the United Nations Environment Programme (UNEP) and UN-HABITAT and in particular be a Member of the UN Interagency Group in Nairobi. Participate in high-level meetings of the United Nations Office in Nairobi and Governing Council meetings of UNEP and UN-HABITAT and other conferences. Further keep abreast with the programmes of the New Partnership for Africa's Development (NEPAD) and the UN Economic Commission for Africa (UNECA) whose Headquarters are located in the subregion. Seek partnerships with these organizations for development of NMHSs;
 - (g) Carry out the financial and administrative functions of the WMO Office in Nairobi;
 - (h) Support the president and vice-president of Regional Association I in their duties;
 - (i) Carry out other related duties as required.
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