



Civil Society and Indigenous Peoples' Mechanism

for relations with the UN Committee on World Food Security

Mecanismo de la Sociedad Civil y de los Pueblos Indígenas
para las relaciones con el Comité de Seguridad Alimentaria Mundial

Mécanisme de la Société Civile et des Peuples Autochtones
pour les relations avec le Comité des Nations Unies sur la sécurité alimentaire mondiale



csm4cfs.org

VACANCY ANNOUNCEMENT: PROGRAMME OFFICER

Starting date: 1 February 2022

Location: Rome, Italy

Closing date for applications: 12 December 2021

Working hours: Full-time position

Background

The Civil Society and Indigenous Peoples' Mechanism (CSM) for relations with the United Nations Committee on World Food Security (CFS) is the largest international space of social movements, Indigenous Peoples' and civil society organizations working to eradicate food insecurity and malnutrition. The Mechanism was founded in 2010 as an essential and autonomous part of the reformed CFS. The purpose of the CSM is to facilitate civil society and Indigenous Peoples' participation and articulation into the policy processes of the CFS.

The CSM is an open and inclusive space that gives priority to the organizations and movements of the people most affected by food insecurity and malnutrition. Since it was founded, several hundred national, regional or global organizations have participated in the CSM. Far more than 380 million smallholders and family farmers, agricultural and food workers, fisherfolks, pastoralists, Indigenous Peoples, consumers and urban food insecure around the world are affiliated to organizations that participate in the CSM. The Mechanism respects pluralism, autonomy, diversity and self-organisation and tries to ensure a balance of constituencies, gender, and regions.

The CSM Secretariat is dedicated to facilitating the functions of the CSM, supporting the implementation of its workplan and activities during the inter-sessional period and throughout the CFS Plenary Sessions. The CSM Secretariat supports the different CSM structures and articulations both in terms of governance and policy thematic work, accompanying all related processes. The CSM Secretariat is also responsible for providing, on continuous basis, overall coordination, facilitation, logistic, financial and communication support to increase the overall capacities of the space and its participating organizations.

Main duties and tasks of the Programme Officer are:

- Provide technical and facilitation support to the CSM Policy Working Groups, Coordination Committee and Advisory Group members, including through the production of briefing material, policy papers and other inputs needed;
- Support the CSM Secretariat's Coordinator in implementing the CSM Workplan;
- Organize and attend CSM meetings, prepare background documents, draft agendas, take minutes & follow up on action points, draft work plans etc.;
- Provide support to CSM participants and spokespersons in CFS meetings;
- Manage CSM internal communication flow. This includes drafting the CSM Update, the CSM Annual Report, managing the CSM Secretariat main email account and drafting other relevant policy documents and updates for CSM Policy Working Groups, Advisory Group and Coordination Committee members;
- Support the regular update and implementation of the CSM external communication strategy, and facilitate liaison with the Communications Working Group;

- Support and facilitate, in liaison with the Financial and Logistic officer, the relation and collaboration with interpreters and translators, including overseeing and following up on services' requests.

Profile and requirements:

- Advanced university degree, relating to international agriculture, human rights, sociology, political science, food security and nutrition, or an equivalent combination of a relevant undergraduate degree, plus related work experience and on-the-job training;
- Experience in working with social movements, Indigenous Peoples and civil society organizations that promote human rights approaches to food security and nutrition, gender equality and food sovereignty;
- At least 3 to 5 years' experience of work relating to international food, agriculture and nutrition issues;
- Experience with, and advanced knowledge of the CSM and CFS context;
- Commitment to, and experience in supporting civil society participation in inter-governmental policy dialogue and decision making;
- Substantial understanding of, and experience in working with peoples' organizations and social movements;
- Excellent oral and written communication skills
- Fluent in English and Spanish or French. Third language is an asset.

We offer:

- Working in a unique and dynamic space of civil society and Indigenous Peoples' participation to the United Nations;
- Being part of a highly motivated and intercultural team in the context of intercontinental diversity;
- An appropriate remuneration and a rewarding work environment. Further details will be provided in the event of an interview;
- The position is based in Rome and will start on 1 February 2022. A project-based contract is offered until end of December 2022; if performance is positively assessed in November 2022, the contract will be extended until December 2023. A further continuation beyond that date is foreseen, subject to the availability of financial resources.

To apply:

- Please send a detailed CV and a motivation letter in PDF format explaining why you are interested in this position and how far your skills and qualifications meet the required responsibilities and skills of the position. Please put on the subject of the email "CSM Programme Officer". Please send your candidacy to csmrecruitments@gmail.com by end of 12 December 2021.
- Please include the contact details of two referees who are able to comment on your ability to perform the role and to meet the selection criteria.
- The CSM highly encourages applications from all possible candidates, particularly women and LGBTQIA+ persons, from Indigenous Peoples, and particularly from the Global South.
- All applications will be treated in confidence. Only short-listed candidates will be contacted for interviews. Please note that interviews are preliminarily scheduled for 15 and 16 December.