



*WFP celebrates and embraces diversity. It is committed to the principle of equal employment opportunity for all its employees and encourages qualified candidates to apply irrespective of race, colour, national origin, ethnic or social background, genetic information, gender, gender identity and/or expression, sexual orientation, religion or belief, HIV status or disability.*

**Fellowship  
Programme Policy Officer – Food Systems  
Programme & Policy  
Dili, Timor-Leste**

**BRIEF DESCRIPTION OF THE DIVISION**

The World Food Programme (WFP) is the world's largest humanitarian agency fighting hunger worldwide. WFP has been present in Timor-Leste since 1999. WFP's Country Strategic Plan (CSP 2023-2025) supports the attainment of the Government's vision and contributes to the National Strategic Development Plan 2011-2030. Complementing national and bilateral investments, WFP's comparative advantage in Timor-Leste is its ability to strengthen the delivery of national programmes related to food security, nutrition, and disaster risk reduction in partnership with other actors.

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Under the supervision of the Head of Programme, the fellow will support WFP's efforts to strengthen food systems in Timor-Leste and impact on various elements, such as production, value chain development, storage, transformation, etc.

**GENERAL INFORMATION**

- **City and Country of assignment:** Dili, Timor-Leste
- **Hiring Unit:** Programme & Policy – Food Systems
- **Hiring Division:** Programme & Policy
- **Supervisor Role:** Programme Policy Officer, Head of Programme
- **Working arrangement:** In person
- **Duration of assignment:** up to 12 months
- **Expected Starting Date:** Summer 2026
- **Number of available positions:** 1

**DUTIES AND RESPONSIBILITIES**

Within the framework of the Fellowships Programme for Technical Cooperation Capacity Building and Human Resources Development, the candidate will perform the following duties:

- Support national and sub-national stakeholders in strengthening food systems through technical assistance.
- Assist with food systems research, report writing, proposals and drafting of presentations

- Support WFP teams to implement food systems-related projects, including home grown school feeding and smallholder farmer support
- Monitor and evaluate relevant programme activities, ensuring alignment with WFP's Country Strategic Plan and national priorities
- Conduct assessments and mapping of food systems actors, value chains, and identify bottlenecks and develop solutions
- Analyze data related to food production, distribution, consumption, and nutrition outcomes.
- Prepare reports and presentations to inform decision-making and advocacy efforts.
- Participate in technical working groups and inter-agency coordination platforms.
- Support the organization of workshops, consultations with national as well as community members, and capacity-building events.

### **STANDARD MINIMUM QUALIFICATIONS**

- Be a Master's student or a graduate in agriculture, food science and technology, climate change, value chain development, environmental studies, supply chain management, economics, international development or another relevant field.
- Excellent written and spoken English is required (proficiency/level C0) as the primary working language. Knowledge in Portuguese and/or Tetum is an advantage.
- The applicant should be comfortable with the basic MS office suite (Outlook, Word, Excel and PowerPoint).

### **WORK EXPERIENCE**

Academic or work experience in the relevant field of education is required. Experience in working with an NGO or UN agency is a plus.

### **COMPETENCIES**

- Professionalism: Shows persistence in when faced with difficult problems or challenges
- Teamwork: Builds consensus for task purpose and direction with team members.
- Planning and Organization identifies clients' needs and matches them with appropriate solutions.

### **TRAINING COMPONENTS**

Throughout the assignment, selected candidates have 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.

### **LEARNING ELEMENTS**

At the end of the assignment the fellow should be able to:

- Understand food security and nutrition concepts
- Articulate programmatic needs by engaging with communities
- Draft project proposals
- Support the management of on-going projects, in KPI tracking and performance management
- Develop project documents including needs and budget breakdowns
- Have gained insights into interagency coordination and partnership building
- Be exposed to value chain development concepts and applications

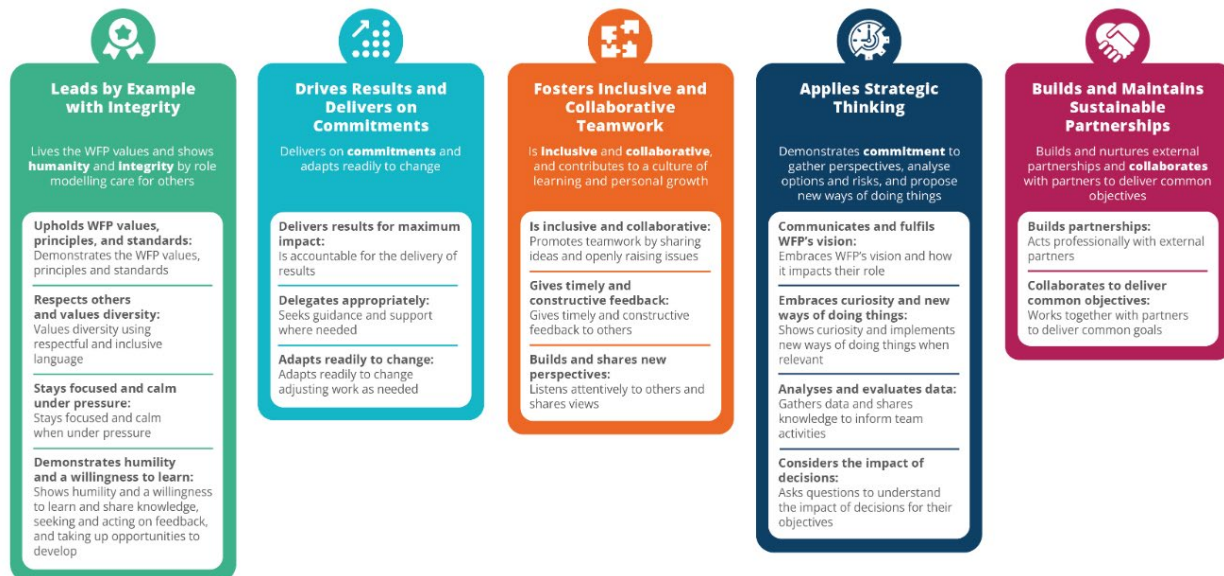
### **TYPE OF ASSIGNMENT**

This opportunity is particularly well-suited for students or recent graduates seeking practical experience in an international organization. It offers valuable exposure to WFP's operations and the chance to contribute meaningfully to its mission.

The selected candidate will receive IT equipment and training material; however, financial compensation and medical coverage are not provided by WFP. Applicants may seek alternative funding opportunities, such as university grants or external scholarships, to support their assignment.

## **WFP LEADERSHIP FRAMEWORK**

These are the common standards of behaviour that guide HOW we work together to accomplish our mission.



Different expectations of behaviour are defined depending on your grade and role/responsibilities within WFP.

*All employment decisions are made on the basis of organizational needs, job requirements, merit, and individual qualifications. WFP is committed to providing an inclusive work environment free of sexual exploitation and abuse, all forms of discrimination, any kind of harassment, sexual harassment, and abuse of authority. Therefore, all selected candidates will undergo rigorous reference and background checks. No appointment under any kind of contract will be offered to members of the UN Advisory Committee on Administrative and Budgetary Questions (ACABQ), International Civil Service Commission (ICSC), FAO Finance Committee, WFP External Auditor, WFP Audit Committee, Joint Inspection Unit (JIU) and other similar bodies within the United Nations system with oversight responsibilities over WFP, both during their service and within three years of ceasing that service.*

**Saving Lives  
Changing Lives**