

SOLICITATION No. 663-S-14-006
U.S. Resident Hire USPSC
Food Security Program Coordinator
USAID Addis Ababa, Ethiopia

1. SOLICITATION NUMBER: 663-S-14-006
2. ISSUANCE DATE: September 10, 2014
3. CLOSING DATE/TIME: September 30, 2014
4. POSITION TITLE: Food Security Program Coordinator
5. MARKET VALUE: The market value for this PSC is equivalent to a GS-13 level. Please note that U.S. resident-hire PSCs are not eligible for any fringe benefits (except contributions for FICA, health insurance, and life insurance), including differentials and allowances. Final compensation will be negotiated within the listed market value based upon the candidate's past salary, work history, and educational background.
6. PERIOD OF PERFORMANCE: The PSC contract will be for two years, with the possibility of an annual extension. No PSC contract may exceed a five year period of performance.
7. PLACE OF PERFORMANCE: Addis Ababa, Ethiopia
8. DIRECT SUPERVISOR: Supervisory Food for Peace Officer
9. SECURITY ACCESS: Employment Authorization only
10. AREA OF CONSIDERATION: U.S. (as further defined in footnote no. 1 below)¹ with a hiring consideration for eligible family members and U.S. staff adult family dependents under Chief of Mission authority.

A. BACKGROUND OF THE PROJECT:

As a member of USAID Ethiopia's Assets and Livelihoods Transition Office (ALT), the incumbent will serve as the Food Security Program Coordinator (FSPC) to the Mission. The FSPC will coordinate USAID programs in support of the Government of the Federal Democratic Republic of Ethiopia (GFDRE)'s Food Security Program and ensure that these activities support the Mission's strategic development

¹ "Resident Hire" means a U.S. citizen who, at the time of hire as a PSC, resides in the cooperating country: (i) as a spouse or dependent of a U.S. citizen employed: (A) by a U.S. government agency; or (B) under any U.S. government-financed contract or agreement; or (C) under any other contract or agreement that provides for repatriation to the United States; or (ii) for reasons other than employment: (A) with a U.S. government agency; or (B) under any U.S. government financed contract or agreements; or (C) under any other contract or employment arrangement that provides for repatriation to the United States; A U.S. citizen for purposes of this definition also includes persons who at the time of contracting are lawfully admitted permanent residents of the United States.

objectives, the Feed the Future Initiative, Global Climate Change Initiative, and overall Mission strategy (Country Development Cooperation Strategy). The FSPC will be the primary technical point of contact for food security matters on the ALT team, serve as the Food Security Program Support Team Leader, and will represent USAID Ethiopia in broader donor and government fora covering food security issues. The primary areas of programmatic focus will be the Productive Safety Net Program (PSNP) and the Household Asset Building Program (HABP).

GFDRE FSP History

The current phase of the GFDRE Food Security Program runs through the end of June 2015. The long-term objective, to which the program expects to make a substantial contribution, is: “Food security for chronic and transitory food insecure households in rural Ethiopia achieved.” Progress toward this goal will be measured through assessments of the changing percentage of households who are food secure.

The specific objective that the overall Food Security Program (FSP) plans to achieve is: “Food security status for male and female members of food insecure households in chronically food insecure CFI woredas improved.”

In order to achieve the above objectives, the FSP includes four distinct components:

- Productive Safety Net Program (PSNP), including a risk financing mechanism
- Household Asset Building Program (HABP)
- Complementary Community Investment program (CCI)
- Resettlement Program

A major joint design process is currently under way to design the future generation PSNP and HABP, to which development partners contribute resources. Design documents will be produced by May 2014 and further negotiations and resource mobilization should be completed by November 2014, with the launch of the new program taking place in July 2015.

Introduction to the Productive Safety Net Program (PSNP)

The objective of the Productive Safety Net Program (PSNP) is: “To assure food consumption and prevent asset depletion for food insecure households in chronically food insecure woredas, while stimulating markets, improving access to services and natural resources, and rehabilitating and enhancing the natural environment.” The PSNP provides a safety net to protect people falling further into food insufficiency, while also providing a secure food and asset platform from which they may be able to improve their household status and become food secure.

Introduction to the Household Asset Building program

The PSNP is not designed to graduate households on its own: in addition to the safety net that the PSNP provides to prevent people falling lower, other measures are also needed to help people rise higher. These other measures are provided through the Government’s Household Asset Building program and

other elements of the FSP. The outcome of the HABP is “income sources diversified and productive assets increased for food insecure households in CFI woredas.”

The PSNP and HABP programs are undergoing significant revision in the next generation design, including being integrated into one program, providing a continuum of support to clients.

B. ORGANIZATIONAL LOCATION OF POSITION:

The position title is the Food Security Program Coordinator (FSPC). The FSPC will be a part of the USAID Ethiopia’s ALT team, and will work with all appropriate Mission development objectives (DO) teams, as well as contribute to related crosscutting theme activities. The FSPC will support ALT management to formulate and articulate to senior Mission management and other relevant Embassy offices appropriate food security strategies, policies, and activities to address vulnerability among the chronically food insecure, including the coordination of USAID’s support to the PSNP and HABP programs.

The FSPC will contribute to the Mission’s work in food security policy dialogue, including PSNP and HABP components of the FSP, with senior officials of the GFDRE, other donor agencies, and USAID partner organizations. In addition, the FSPC will guide USAID’s Title II development food assistance programs on strategic issues and value addition within the umbrella of the overall GFDRE FSP. The FSPC will have an important role in supporting the operationalization of the HABP in collaboration with the Food Security Coordination Directorate, the Agriculture Extension Directorate (AED), other relevant GFDRE units, and the PSNP-HABP Donor Working Group (DWG), and ensuring that ALT’s program portfolio supports the GFDRE’s Food Security Program, as well as the U.S. Government Presidential Initiative, “Feed the Future,” and other Mission and Agency development objectives.

The incumbent will be required to have a demonstrated in-depth knowledge and experience in safety net and other social protection concepts and applications, food security, livelihoods and related technical fields. The incumbent will have the ability to work independently with very minimal supervision, be capable of managing a small team of two to four food security professionals, and possess strong diplomatic and interpersonal skills useful for maximizing USAID’s partnership with senior-level representatives of the GFDRE, other donor agencies, and USAID partner organizations.

C. SUPERVISORY CONTROLS:

The FSPC will report to the chief and/or deputy chief of the ALT Office at USAID Ethiopia. S/he will provide in-depth briefings on food security issues including the PSNP, HABP, their relationship to Feed the Future and other Mission development objective, for the U.S. Mission senior management, including the ambassador and USAID mission director, and may receive direction from senior management as the situation warrants. The ALT office chief will provide operational guidance, including developing an annual or quarterly work plan based on Mission requirements. The FSPC will be expected to show strong independent initiative and be able to work with minimal supervision, and will manage the ALT office’s Food Security Program Support Team, which includes associated activities and support to the PSNP and HABP. The FSPC will serve as the primary technical USAID representative to the PSNP/HABP DWG and the FSCD.

D. DUTIES AND RESPONSIBILITIES:

Specific responsibilities will include but are not limited to the following:

1. Stay abreast of current GFDRE and donor thinking with regard to chronic and transitory food insecurity in Ethiopia, including overall food security policy, strategy and programs and GFDRE food security and social protection programming.
2. Serve as the primary technical USAID representative to the PSNP/HABP Donor Working Group and fully participate and represent USAID in FSP technical work group and other coordination meetings. During the U.S. Chair of the Donor Working Group, undertake chairing and leadership responsibilities, as needed.
3. Manage the ALT Office Food Security Program Support Team and provide technical guidance on activities managed by the Team to ensure strategic coherence and programmatic coordination with important USG initiatives, including Feed the Future, Global Climate Change, Global Health Presidential Initiatives, the Mission's Nutrition Strategy.

The incumbent should be able to lead discussions and negotiations with the host nation, for and on behalf of the entire PSNP/HABP Donor Working Group to ensure common approaches, identify issues, set the policy agenda, and propose recommended solutions acceptable to key stakeholders. These tasks will require senior-level relationships with both the GFDRE and donor community, and demand from the incumbent, a willingness to be flexible and to act in the best interests of the program and other donors.

The incumbent will represent USAID Ethiopia at food security forums, e.g. PSNP/HABP Donor Working Group and PSNP and HABP technical working groups, as well as participate actively in Joint Review and Implementation Support (JRIS) and other assessments. The FSPC will take a lead role in supporting the implementation of PSNP and HABP implementation through regular coordination meetings and participation in dialogue, decision-making, and follow-up with the GFDRE and other donors.

The FSPC is expected to remain generally informed of the latest research and trends in food security and vulnerability professional literature, specifically as in regards to safety nets. Demonstrated familiarity with policy and program discussions on Disaster Risk Management, Social Protection and Climate Change, the relationship between the three agendas and the ability to program these agendas is essential.

The FSPC will analyze and write regular updates of progress in Ethiopia's food security, safety net and social protection sectors for dissemination through Mission channels, including Feed the Future. The objective of these updates will be to broaden general awareness of and to increase GFDRE, other donor agency, and USAID partner organization participation in those processes.

The FSPC will participate fully in and, as necessary, provide guidance to USAID projects that contribute to Ethiopia's FSP, and associated programs and activities programmed under USAID Ethiopia's CDCS. This will include providing strategic guidance to the Mission's Title II development food assistance programs and Mission-funded livelihood support activities.

The FSPC is expected to liaise with other ALT teams, including the Resource Management Team and the Program Monitoring Team, to incorporate lessons learned from USAID-funded project performance into PSNP/HABP Donor Working Group and GDR-convened technical working group discussions. The FSPC will keep the ALT Office Chief and Deputy Chief apprised of all developments.

E. USAID CORE VALUES:

The FSPC is responsible for understanding and incorporating the USAID core values in all aspects of his/her work. These core values are:

1. Customer Focus:

Identifies and communicates with USAID customers regularly (ideally, in their preferred language); surveys their interests, needs and recommendations; follows up on communications and information received from and about the customers.

Ensures that customers' needs and thinking are included in all activities undertaken and that, where possible, customers are involved in key decisions.

Surveys customer satisfaction periodically and serves as a knowledgeable advocate for customer service with other USAID employees and partners.

2. Teamwork and Participation:

- Contributes to strategic planning, performance monitoring, and major program decisions of the DO team.
- Demonstrates ownership of the teams' plans, performance, and decisions.
- Proactively participates in team processes and activities.
- Includes other team members, customers and partners and assists in their understanding and participation in teamwork and the team's goals, performance, and decisions.
- Assumes responsibility for specific results assigned by the team.

3. Results Orientation:

- Reviews baseline information against which to plan actions and identify targets and milestones.
- Defines specific operational and program results needed for his/her area of responsibility.
- Puts a strategic plan in place and uses it as a framework for decisions.
- Reviews progress against targets and milestones regularly; takes needed action to modify plans when necessary and to maintain actions to accomplish the desired results within the time frame planned when possible.
- Serves as a knowledgeable advocate for the results orientation with other USAID employees and partners.

4. Empowerment and Accountability:

- Emphasizes results rather than oversight, and service outreach rather than internal control, in carrying out his/her responsibilities.

- Is clear about his/her own performance standards.
- Participates in defining objectives, reviewing performance, and upholding accountability for the accomplishment of objectives.

F. MINIMUM QUALIFICATIONS

This position requires a combination of high-level technical, analytical, communication and managerial skills combined with senior-level public diplomacy skills. The following specific qualifications are necessary:

1. Education:

At least a Master’s Degree directly related to international development assistance, with a preference for emphasis on broad issues of food security.

2. Professional Experience:

A minimum of seven years’ experience working with donors in relevant areas, including rural development, agricultural development, food aid assistance, and poverty reduction. Experience directly involving, or in support of donor-government relations will be given extra weight, as will experience working with USAID. Extensive experience designing and implementing safety net and other food security related programming and work with the chronically food insecure is a considerable plus. Substantive direct experience working in the "Horn of Africa." Extra weight will be given to experience directly concerning food security issues. Proficiency in computer word processing, spreadsheet and statistical analysis software is essential.

3. Communications:

The ability to work with a variety of development sectors, as reflected by the Mission strategy and in a cross-cultural context with foreign nationals is required. Strong interpersonal and communication skills are essential. Amharic language skill at the conversational level will be an advantage.

G. SELECTION CRITERIA:

Applicants meeting the basic requirements will be evaluated based on information presented in the application, an interview process and reference checks as necessary. All applicants must address each qualification detailed above with specific and comprehensive information supporting each item. These qualifications, which serve as the selection criteria, will be evaluated based on the following points below.

1. Language	10 points
2. Education	10 points
3. Work Experience	40 points
4. Skills and Ability	40 Points
Maximum Points	100 Points

H. Selection Process:

After the closing date of receipt of applications, a committee will be convened to review applications and evaluate them in accord with the evaluation criteria. Applications from candidates which do not meet the required selection criteria will not be scored. As part of the selection process, finalist candidates may be interviewed either in person or by telephone at USAID's discretion. Reference checks will be made only for applicants considered as finalists. Only finalist will be contacted by USAID with respect to their applications.

All applicants must complete the attached [Universal Application for Employment \(DS-174\)](#).

Only applicants who meet or exceed the stated position requirements will be considered. All applicants must have the required work and/or residency permits to be eligible for consideration.

Application should be submitted to:

Points of Contact

Fekadu Tamirate

HR Specialist

USAID Ethiopia

Email: Ftamirate@usaid.gov and/or AddisHR@usaid.gov

Late applications will not be considered