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Programme Associate (G6) (Damascus CO) OA081-2024

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- Damascus, Syria, The Arab Republic O
- Full time
- Posted Today
- JR114023

DEADLINE FOR APPLICATIONS

23 July 2025-23:59-GMT+03:00 Eastern European Time (Damascus)

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.

ABOUT WFP

The World Food Programme is the world's largest humanitarian organization saving lives in emergencies and using food assistance to build a pathway to peace, stability and prosperity, for people recovering from conflict, disasters and the impact of climate change.

At WFP, people are at the heart of everything we do and the vision of the future WFP workforce is one of diverse, committed, skilled, and high performing teams, selected on merit, operating in a healthy and inclusive work environment, living WFP's values (Integrity, Collaboration, Commitment, Humanity, and Inclusion) and working with partners to save and change the lives of those WFP serves.

To learn more about WFP, visit our website: <https://www.wfp.org> and follow us on social media to keep up with our latest news: [YouTube](#), [LinkedIn](#), [Instagram](#), [Facebook](#), [Twitter](#), [TikTok](#).

WHY JOIN WFP?

- WFP is a 2020 Nobel Peace Prize Laureate.
- WFP offers a highly inclusive, diverse, and multicultural working environment.
- WFP invests in the personal & professional development of its employees through a range of training, accreditation, coaching, mentorship, and other programs as well as through internal mobility opportunities.
- A career path in WFP provides an exciting opportunity to work across the various country, regional and global offices around the world, and with passionate colleagues who work tirelessly to ensure that effective humanitarian assistance reaches millions of people across the globe.
- We offer an attractive compensation package (please refer to the **Terms and Conditions** section of this vacancy announcement).

BACKGROUND AND PURPOSE OF THE ASSIGNMENT:

Over more than a decade, Syria has faced a relentless crisis that has driven hunger and humanitarian needs to unprecedented heights. The convergence of ongoing insecurity, widespread displacement, economic deterioration, infrastructural damage, and inadequate basic services has severely heightened vulnerability among men, women, and children. According to the 2023 Humanitarian Needs Overview (HNO), a staggering 12.9 million people, or 55% of the population, are food insecure, including 3.1 million facing severe food insecurity. Additionally, 2.6 million people are at imminent risk of becoming food insecure. In today's Syria, the minimum wage can only afford a fifth of a family's food needs.

The VAM team is a technical information and decision support service for WFP and partners. The team aims to provide high quality and timely information to support and inform operational decision-making and well designed and better targeted programmes. This includes conducting household assessments, food security monitoring, geo spatial analysis, monitoring of food prices in local markets as well as conducting emergency food security surveys and in-depth studies to understand the nature of food insecurity affecting a population. VAM also assesses the risks to people's livelihoods as well as tracking emerging food security problems. Under the overall guidance of the head of Research Assessment and Monitoring (RAM) team, and the direct supervision of the National VAM officer (Lead Food Security Analyst), the incumbent will have the responsibility of conducting food security assessments and related analysis in Syria WFP Country Office.

CONTRACT DETAILS:

Contract Type: Fixed Term (FT)

Duration: 12 months

Duty Station: Damascus Country Office.

Number of required employees: 1

The position is advertised internally and externally.

ACCOUNTABILITIES/RESPONSIBILITIES:

- Under the direct supervision of the Food Security Analyst, and within delegated authority, the incumbent will be responsible for the following duties:
- Contribute to the drafting, design, publication, and dissemination of food security and market analysis products, including mVAM bulletins, food security assessments, and market assessments, in line with WFP standards.
- Provide support to the Monitoring & Evaluation (M&E) team in the preparation and design of Post-Distribution Monitoring (PDM) reports, and ad-hoc outcome analytical products.

- Assist the Food Security Analysis and Monitoring team in transforming complex datasets into clear, concise, and user-friendly communication products tailored to diverse audiences.
- Lead on the dissemination of RAM (Research, Assessment, and Monitoring) products through internal and external channels, ensuring timely and strategic outreach.
- Oversee knowledge management and archiving systems within the RAM unit to ensure effective documentation, storage, and retrieval of key data, products, and reports.
- Coordinate the design and delivery of capacity strengthening initiatives for RAM staff and partners, including planning, implementation, and reporting.
- Support the implementation and operational management of food security assessments, including procurement, contracting, invoicing, and coordination with partners.
- Collaborate with the GIS Officer to support the production of maps and visualizations, utilizing appropriate data visualization platforms and tools.
- Collaborate with other RAM team members to create dashboards and visualization products.
- Draft meeting minutes, maintain an action point tracker, and follow up on the implementation of decisions and commitments within the VAM unit.
- Conduct food security analyses and contribute to analytical outputs as required.
- Perform other related duties as assigned.

Functional Capabilities and required skills:

The incumbent will require the following skills to be able to complete the expected responsibilities effectively: Solid understanding of food security concepts, with proven ability in analytical reporting and narrative development.

Demonstrated experience in designing high-quality reports, PowerPoint presentations, and data-driven dashboards for diverse audiences.

Proficiency in developing interactive dashboards using tools such as Tableau, Power BI, R Shiny, or similar platforms.

QUALIFICATIONS & EXPERIENCE REQUIRED:

Education:

- Completion of secondary school education.
- Preferably a university degree in Social Studies, Mathematics, Computer Science, Information Technology, Engineering, Economics or other related fields.

Education:

Minimum 6 years of experience composed of a minimum of 4 years of relevant work experience in research, reporting writing, and data visualization and 2 years in any other field but preferably in the field of the position.

Knowledge & Skills:

Knowledge of presenting complex data into both operational and executive visual summaries.

Understanding of GIS and Remote Sensing.

Good communicator and able to train large groups of people

Languages:

Fluency (Level C) in both oral and written communication in Arabic and English.

WFP LEADERSHIP FRAMEWORK

WFP Leadership Framework guides to the common standards of behavior that guide HOW we work together to accomplish our mission.

[Click here to access WFP Leadership Framework](#)

REASONABLE ACCOMMODATION

WFP is committed to supporting individuals with disabilities by providing reasonable accommodations throughout the recruitment process. If you require a reasonable accommodation, please contact:

global.inclusion@wfp.org

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REMINDERS BEFORE YOU SUBMIT YOUR APPLICATION

- We strongly recommend that your profile is accurate, complete, and includes your employment records, academic qualifications, language skills and UN Grade (if applicable).
- Once your profile is completed, please apply, and submit your application.
- Please make sure you upload your professional CV in the English language
- Kindly note the only documents you will need to submit at this time are your CV and Cover Letter
- Additional documents such as passport, recommendation letters, academic certificates, etc. may potentially be requested at a future time
- Please contact us at global.hrrecruitment@wfp.org in case you face any challenges with submitting your application
- Only shortlisted candidates will be notified

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.

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If you used to have an account on our previous platform, please note that you will need to create a new account for future applications. However, this change will not affect any ongoing recruitment processes.

Understanding contract types in WFP

To ensure that WFP is able to deliver on its mandate, a range of contract types exist depending on the duration and nature of work. [Find out more here](#).

Working with WFP