



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, physical or mental disability.

**Capacity Strengthening and Guideline Development Fellow
Food Safety Assurance Unit (SCOQ)
Supply Chain Division
WFP HQ Rome, Italy**

The World Food Programme (WFP) is the leading humanitarian organization saving lives and changing lives, delivering food assistance in emergencies, and working with communities to improve nutrition and build resilience. We are currently seeking to fill a Fellow position in the Food Safety Assurance Unit, Supply Chain, based in Rome, Italy.

BRIEF DESCRIPTION OF THE DIVISION:

WFP's Supply Chain Food Safety Assurance (FSA) unit supports the operations of the organisation in the provision of food and services ensuring safety and meeting the specified quality. The unit stands upon five pillars: Specification, Supplier Assessment, Compliance and Incident with three cross-cutting support areas in knowledge management, partnership and capacity strengthening.

The Fellow will work within the Supply Chain Food Safety Assurance, SCOQ in Rome HQ, focusing on development of guidelines for the Last Mile and brainstorm possible methods and opportunities to link the existing complaint feedback mechanism (CFM) with the Food Safety Assurance unit and ensuring a proactive approach.

GENERAL INFORMATION

- **Type of assignment: FELLOWSHIP**
- **Number of available positions: 1**
- **Country of assignment: Italy**
- **City of assignment: Rome**
- **Hiring Unit: Food Assurance Unit, SCOQ**
- **Supervisor: Food Technologist**
- **Working arrangement: In person**
- **Duration of assignment: 12 months**
- **Expected Starting Date: July 2025**

DUTIES AND RESPONSIBILITIES

- Support mapping the different operations related to the global humanitarian operation putting into consideration the country context and the level of humanitarian emergency on the ground and linkage

to the Last Mile.

- Support conducting a desk-based research assignment & report on the Last Mile within WFP operations and programmes and propose what actions should be taken by the Food Safety Assurance unit to ensure the last mile has incorporated food safety and quality activities, best practices and policies.
- Support conducting interviews with focal points and evaluate the current feedback mechanism to provide a possible link with the unit and propose possible actions to complete the loop on the feedback mechanism.
- Contribute to deliver guidelines on the Food safety interventions during the Last Mile (direct distribution and distribution through cooperating partners)

STANDARD MINIMUM QUALIFICATIONS

- Be a master's student or a graduate in Food Technology, Food Science, Supply Chain Management, Operation Management, Project Management.
- Excellent written and spoken English is required (proficiency/level C). Working knowledge of another official UN language (French, Spanish, Arabic, Chinese, Russian plus Portuguese) is an asset.
- Proficient in MS Office package.
- Good communication & reporting skills.
- Having demonstrated ability in food safety, food science, warehousing and storage, supply chain, and partnerships is an advantage.
- Fellowship experience highly desirable.

TRAINING COMPONENTS

Throughout their assignment WFP Fellows 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.

WFP requires that new appointees go through a set of training modules at the beginning of their service, helping the Fellow to get an understanding of our humanitarian work and their duties.

The Supply Chain Division complements this with an onboarding program introducing the different elements that make up WFP's complex supply chain, from procurement and quality control to shipping and warehousing.

The Fellow will go through the SCOQ onboarding program, which involves introduction to the main pillars on the unit, meeting with the different food technologists in Headquarter, Regional Bureau and Country office who are responsible for several workstreams and commodities to have a deep understanding on the unit's activities.

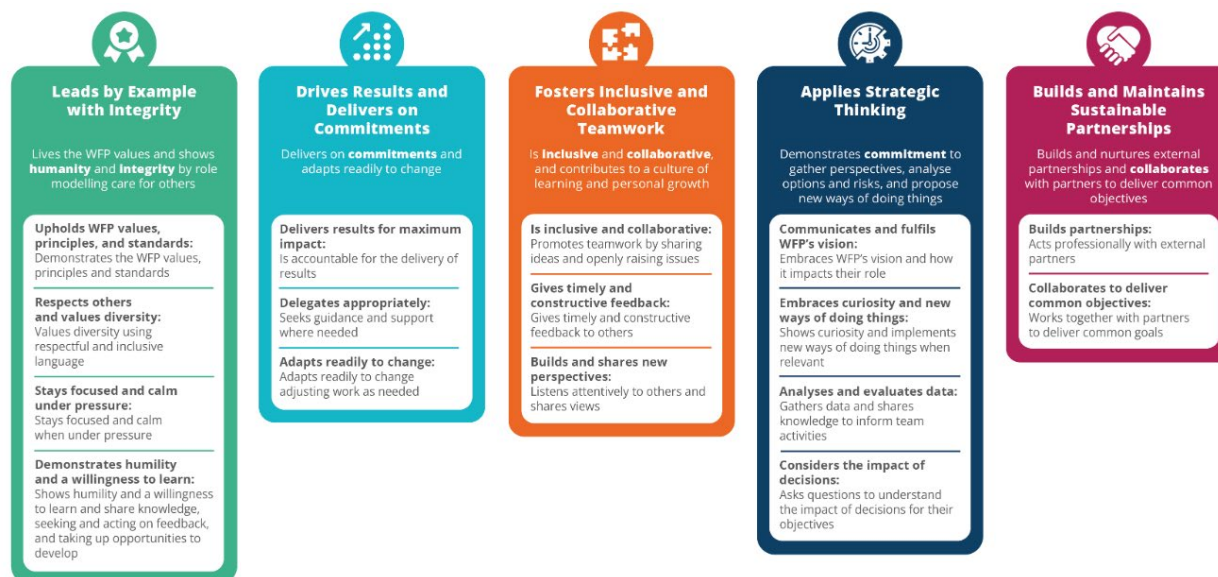
LEARNING ELEMENTS

At the end of the assignment, the Fellow should obtain:

- Very good knowledge of Capacity Strengthening policy and its application.
- Good knowledge of food safety and quality in respect to humanitarian operation and its complexity.
- Gain experience in developing guidelines and policies related to food safety in supply chain.
- Good general understanding of WFP's overall operations and activities in the region of assignment.

WFP LEADERSHIP FRAMEWORK

These are the common standards of behavior 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), Fellowational 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**