

## JOB VACANCY – Associate Coordinator

Current food and agricultural systems face major environmental, climate and health challenges, while struggling to respond to the challenges of food and nutrition security. The **Coalition for food systems’ transformation through agroecology** (Agroecology Coalition or AE Coalition for short) was created in 2021 at the margins of the UN Food Systems Summit in order to address these multiple challenges and accelerate food systems’ transformation. The Coalition includes 39 countries and 73 organizations, including UN agencies, farmers’ organizations, indigenous organizations, civil society organizations, research organizations, and philanthropies (for a full list of members see <https://agroecology-coalition.org/>).

### Role

Operating an independent program, the **Secretariat of the Agroecology Coalition** is hosted by **Bioversity International**<sup>1</sup> in Rome, Italy.

On behalf of the Agroecology Coalition, Bioversity International is looking for an **Associate Coordinator**, who will report to the Agroecology Coalition Coordinator.

### Key responsibilities:

- Supporting the AE Coalition Coordinator in the implementation of the workplan of the AE Coalition;
- Supporting the organization of regular meetings of the SG and the full membership of the AE Coalition;
- Supporting the organization of external events (side-events, webinars etc.);
- Facilitating and supporting the work of the different working groups (WG), including planning and organizing WG meetings in collaboration with WG facilitators, providing meeting reports and monitoring the follow-up action by WG members;
- Supporting the reporting of progress to the SG and the full membership of the AE Coalition;
- Representing the AE Coalition in public events as requested by the AE Coalition Coordinator.

### Requirements:

- Good working knowledge of agroecology;
- Minimum 4-5 years experience in coordination of collaborative work programmes relating to agriculture and sustainable food systems;
- Fluency in written and spoken English and working knowledge of French or Spanish;

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<sup>1</sup> Bioversity International is an international Research Centre. For further information on Bioversity International, consult the website at <https://alliancebioversityciat.org/>

- MSc level qualification or equivalent work experience in a relevant field (e.g. Agricultural Sciences, Food System-related topics, Development Studies, Environmental Science);
- Excellent interpersonal skills;
- Proven ability to develop strong working relationships with people/partners from different cultures, backgrounds and sectors;
- Proven ability to work autonomously;
- Proven ability to prioritize a range of different tasks under time pressure;
- Personal and professional commitment to sustainability.

**Desirable:**

- Excellent knowledge of and work experience in agroecology;
- Proficiency/fluency in other languages (esp. Spanish and French).

**Terms and Conditions**

This is a locally recruited position which will be based in Rome, Italy. All benefits are denominated and paid in Euro. The salary is level 8, in a scale of 14 levels, with level 14 being the highest. The salary range starts from Euro 44,830 per annum. The remuneration package includes a competitive salary, leave provisions, medical and life insurance, and non-contributory retirement plan. The contract will be for a period of 2 years, subject to a probationary period of 6 months, and is renewable based on performance and availability of funds. Please note this position is only open to citizens and residents of the European Union.

**Applications**

Please apply online through the website no later than **21 October 2022**, attaching a letter of application with names and email addresses of at least three referees, and a curriculum vitae, both in English. Please note that only shortlisted candidates will be contacted.

**Closing date for applications: 21 October 2022**

We invite you to learn more about us at:

<https://agroecology-coalition.org/>

Please visit the careers page at:

<https://alliancebioiversityciat.org/careers>