WMO - World Meteorological Organization

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**Junior Professional Officer Program (JPO)
(Associate Expert)**

**TERMS OF REFERENCE**

1. **General Information**

Title: Junior Professional Officer

Sector of Assignment: Water and Climate Coalition

Organization/Office: Office of the Deputy Director General – Water and Cryosphere Coordination

Country and Duty Station: Geneva, Switzerland

Duration: 2 years with possibility of extension for another year

**Please note that for participants of the JPO-Programme two years work experience is mandatory!**

1. **Supervision**

**Title of Supervisor:**  Director Water and Cryosphere

**Content and methodology of supervision:**

* The water and cryosphere office is small, thus the incumbent will work in direct contact with the director on a daily basis
* establishment of a work plan, with clear key objectives, milestones and indicators
* participation in meetings including managerial level to ensure integration and operational effectiveness
* guidance and advice in relation to learning and training opportunities within the field of expertise
* as far as possible, delegation to JPO, so that he/she can form skills and gain confidence to work autonomously. This is a process that has to be adjusted according to the skills and confidence of the JPO
1. **Duties, Responsibilities and Output Expectations**

The incumbent will perform the following duties:

1. Help the director coordinating the water and climate coalition, including the update of its activity matrix and liaison with partners on the status quo of activities.
2. Contribute to the communication and outreach strategy and activities for the water and climate colaition;
3. Support communication and outreach on internet/social media;
4. Reach out to private sector and civil society to diversify the coalition members;
5. Assist in the WMO Global Hydrological Status and Outlook System (HydroSOS) implementation by working closely with relevant international experts;
6. Help setting up tailored training programs to support WMO Members in delivering data and information on water.
7. Participate in the development of funding proposals and strategy documents;
8. Support National Meteorological and Hydrological Services (NMHSs) and other relevant organizations in further developing, implementing and applying activities in support of the coalition
9. Support the high level panel of the coalition with organizing communication, outreach events and information material.
10. **Qualifications and Experience**

**Education**: MSc or equivalent master’s degree from a recognized university or technical institute or equivalent from a recognized university in environmental engineering, civil engineering, hydrology, water resources management, or a closely related field with an emphasis on hydrological modelling, hydrological product development, or water resources management.

**Work experience**: a minimum of 2 years of professional experience in one or more of the following areas: hydrological forecasting, hydrometry, data analysis, database management, analysis and forecasting system design and application, operational hydrology and/or water resources management, international water programmes, water law, development cooperation.

**Languages**: Excellent knowledge of English. or French and a good working knowledge of the other language. Knowledge of other official languages of the Organization would be an advantage.

(Note: The official languages of the Organization are Arabic, Chinese, English, French, Russian and Spanish.)

**Other skills**: Sense of responsibility, maturity of judgement, initiative, originality of ideas, ability to work independently and in a team; capacity for planning and organizing work. Ability to work efficiently in a multicultural environment. Good communication skills.

1. **Learning Elements**

On completion of the assignment, the JPO will have

* Gathered a deep understanding and knowledge of all relevant mechanisms and work undertaken by national hydrological services in observing and predicting hydrological conditions
* Developed a good overview and understanding of how different disciplines (meteorology, climatology, hydrology) work in a multi-disciplinary environment to affect enhanced hydrological conditions and their predicted future states.
* Been exposed to coordination, scientific interaction, and decision-making at international expert as well as Senior and Executive Management levels across WMO
* Developed presentation skills and gradually enhance exposure to senior managers in the water and climate coalition; building a professional network across the UN system
* Deepened skills on public private partnerships
1. **Background Information**

**The World Meteorological Organization (WMO)**

is a specialized agency of the United Nations (UN) with 191 Member States and Territories. It is the UN system's authoritative voice on the state and behaviour of the Earth's atmosphere, its interaction with the land and oceans, the weather and climate it produces and the resulting distribution of water resources.

The mission of WMO is to:

* Facilitate worldwide cooperation in the establishment of networks of stations for the making of meteorological observations as well as hydrological and other geophysical observations related to meteorology, and to promote the establishment and maintenance of centres charged with the provision of meteorological and related services.
* Promote the establishment and maintenance of systems for the rapid exchange of meteorological and related information.
* Promote standardization of meteorological and related observations and to ensure the uniform publication of observations and statistics.
* Further the application of meteorology to aviation, shipping, water problems, agriculture and other human activities.
* Promote activities in operational hydrology and to further close cooperation between Meteorological and Hydrological Services.
* Encourage research and training in meteorology and, as appropriate, in related fields, and to assist in coordinating the international aspects of such research and training.

**Sector of Assignment:**

Globally, hydrological variability poses one of the greatest threats to the world's population. There are an increasing number of people at risk from water-related hazards and rapidly growing demands on water resources. However, there is currently no global system which is capable of helping countries to establish fit for purpose capabilities to assess and project their vulnerabilities (floods, droughts, water deficit).

The water and climate coalition aims to help Member states to develop robust and sustainable capabilities to providing relevant data and services for sustainable water management. Knowledge of the current global, regional and local hydrological status (including: streamflow, lakes and reservoirs, soil moisture, groundwater) and an assessment of where the current status is likely to get worse or better over coming weeks, months and years is an essential part of the coalitions goals.

**UN competencies**:

**Professionalism**: Conceptual analytical and evaluative skills to conduct independent research and analysis on environment and climate issues, particularly as they relate to business. Shows pride in work and in achievements; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; Shows persistence when faced with difficult problems or challenges; Remains calm in stressful situations.

**Communication**: Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.

**Teamwork**: Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others’ ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.