

## Post Vacancy – Job description

- **Reference number:** 2025-03 (to be quoted in all your communications)
- **Office location:** Dakar, SENEGAL (Regional Office)
- **Position:** Short-term Thematic Expert (TE) in Food Assistance
- **Duration of assignment:** 6 months
- **Deadline for application:** 22 January 2025
- **Start date:** 1 March 2025

### Job Description:

In order to facilitate and maximise the impact of the humanitarian operations financed by the European Union and of the EU civil protection activities coordinated by the European Commission in the region of **West Africa**, the expert will be appointed as **Short-term Thematic Expert in Food Assistance** by the European Commission's Directorate General for European Civil Protection and Humanitarian Aid Operations (DG ECHO).

The expert contributes to the assessment of the humanitarian situation and needs of the affected populations in humanitarian food assistance. He/she is responsible for advising on DG ECHO's operational activities in this domain, and for ensuring that DG ECHO's policies and practices are well reflected in the programmes funded. He/she also monitors the implementation of these programmes, and supports DG ECHO in the development, dissemination and implementation of the thematic policies and practices at field level.

This role is carried out in close coordination with the thematic and geographic units at headquarters and under the guidance of the Head of the Regional Office and in collaboration with the Heads of Offices of the concerned geographical area. He/she also works in coordination with relevant stakeholders, including the EU Delegations and partners.

In order to maximise the impact of the humanitarian operations financed by the European Union in the region, he/she will carry out regular missions to identify and assess humanitarian needs, evaluate proposed programmes and actions, and to monitor projects in the countries of the region. The expert may also be called upon to carry out missions to other countries or to Brussels, and should be prepared to react to a current or evolving crisis in any other region in the world as requested by headquarters. The expert may also be called upon to carry out a global thematic coordination role in the area of food security and to contribute to strengthening relations with strategic partners, notably by providing feedback on partners' own strategies/policies in the area of food security.

[https://civil-protection-humanitarian-aid.ec.europa.eu/what/humanitarian-aid/protection\\_en](https://civil-protection-humanitarian-aid.ec.europa.eu/what/humanitarian-aid/protection_en)

[https://civil-protection-humanitarian-aid.ec.europa.eu/what/humanitarian-aid/food-assistance\\_en](https://civil-protection-humanitarian-aid.ec.europa.eu/what/humanitarian-aid/food-assistance_en)

### Place of assignment:

The expert will be based in Dakar, Senegal, to support the DG ECHO office. The Dakar office covers West and Central Africa.

**Candidates are deemed to be fully aware of the local living conditions, including inter alia information concerning security, health care, social acceptance of sexual orientation, and accommodation provided, before applying.**

The Dakar Regional office has 25 positions in total: 14 Technical Assistants (TA) and 11 national staff. The support provided encompasses resource management, security, visibility & communication and operations. The RO is providing support to 5 country offices (Bamako, Ouagadougou, Niamey, Algiers and Tunis) and 1 antenna (Nouakchott). It is also acting as a country office for all Coastal West Africa countries and participates in regional coordination fora (IASC, technical working groups, partners and donors representations).

## Qualification requirements and assets:

DG ECHO's recruitment policy aims at respecting diversity, creating an inclusive working environment, maintaining gender balance. We apply a zero-tolerance policy on discrimination.

DG ECHO encourages recruitment of qualified women. Therefore, female candidates are strongly encouraged to apply and at equal merit between two final candidates, female candidates will be given priority.

**Please note that nationals of the country where the post is based are not eligible.**

### Eligibility criteria

The candidate must have at least 3 years of professional experience in humanitarian aid with a minimum of 2 years' relevant experience in the area of expertise (food assistance) outside the European Union and other industrialised countries, other than their country of origin.

General DG ECHO language requirements: mastering English as the mandatory first language. The second language must be different from the first language and must be one of the languages used in the humanitarian aid sector, namely French, English, Spanish, Arabic or Russian.

### Requirements for the post:

- The candidate must have 4 years of experience in delivering humanitarian assistance in the field of Food assistance (including food aid, cash-based interventions including cash transfers and multipurpose cash operations, and emergency livelihood support)
- Strong ability to share, communicate, and transfer expertise to colleagues and partners
- An excellent command of English and French is required

### Assets for the post:

- Previous DG ECHO experience
- Experience in the region
- Experience in Refugee and resettlement situations
- Experience in Basic Needs Framework for Integrated Programming

## **Application**

---

Interested candidates must send their application to [echo-experts-jobs@ec.europa.eu](mailto:echo-experts-jobs@ec.europa.eu)

**Subject of the message:** 2025-03 – short-term Thematic Expert Food Assistance - Dakar, Senegal  
**With the following information:**

- *First Name:*
- *Surname:*
- *E- mail:*
- *Phone number(s):*
- *ID application number (DG ECHO database "Individual Experts Online"):*
- *Available from (dd/mm/yyyy):*

**Documents to be attached:** *Curriculum Vitae and Motivation Letter (in English)*

**By sending your email with the requested personal details and documentation, you explicitly provide your consent for the processing of your personal data for recruitment-related purposes.**

**Only candidates registered in DG ECHO Field Staff Management (FSM) database can apply**  
<https://webgate.ec.europa.eu/echo/fsm/>

- Only shortlisted candidates will be contacted by DG ECHO.

**For information related to Data Protection and the processing of personal data for recruitment-related purposes, please consult the Specific [Privacy Statement](#).**

**For any IT issues related to the update of your CV in the Field Staff Management (FSM), please do contact [ECHO-DEV-FSM@ec.europa.eu](mailto:ECHO-DEV-FSM@ec.europa.eu)**

**Deadline for sending application: 22/01/2025**