



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.

Junior Professional Officer (JPO) Programme

Partnerships Officer

Partnerships and Innovation Team

Nairobi, Kenya, Eastern and Southern Africa Regional Office (ESARO)

TERMS OF REFERENCE

ABOUT WFP

The United Nations World Food Programme (WFP) is a highly prestigious, reputable and 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.

We are currently seeking a Junior Professional Officer to fill the position of Partnerships Officer with our Regional Partnerships and Innovation Unit based in Nairobi, Kenya.

CONTEXT AND BACKGROUND

The Regional Partnerships and Innovation Unit is based at WFP's Regional Office in Nairobi, Kenya and drives strategic partnerships and innovative solutions to strengthen food security across 21 countries in Eastern and Southern Africa. The unit works closely with governments, private sector, foundations, and financial institutions to mobilize resources and foster impactful collaborations that advance WFP's mission of Zero Hunger.

Through the regional Innovation Hub, the team supports country offices in scaling climate-smart agriculture, financial inclusion, and operational efficiency initiatives. It also facilitates innovative financing and impact investment opportunities, connecting local ecosystems with global networks to accelerate transformative solutions for vulnerable communities.

This dynamic unit combines partnership development, resource mobilization, and innovation leadership to deliver measurable impact. By leveraging multi-sector partnerships and cutting-edge approaches, it ensures WFP remains at the forefront of addressing complex challenges in food systems and humanitarian response across Eastern and Southern Africa.

The JPO will have the unique opportunity to influence WFP's partnerships, resource mobilisation and innovative finance in the region and to ensure that, by working with others, WFP delivers real results for the millions of people in the region who face food insecurity.

The JPO will support regional and country-level engagement, primarily with private sector counterparts as well as UN agencies, Governments and other external partners. The role will foster current relationships, identify opportunities for new engagements and support the broader portfolio.

GENERAL INFORMATION

- **Title of Post:** Partnerships Officer
- **Grade:** P2
- **Supervisor:** Regional Head of Partnerships and Innovation
- **Unit:** Partnerships & Innovation
- **Division/Country Office:** Eastern and Southern Africa Regional Office
- **Duty Station:** Nairobi, Kenya
- **Duration of assignment:** Two years

DUTIES AND RESPONSIBILITIES

1. Partnerships and Private Sector Engagement

- **Strategic Positioning:** Collect strategic information, data and evidence on key priorities for Partnerships. Contribute to advocacy and narrative development on climate action, innovation, and the humanitarian-development nexus.
- **Donor Engagement:** Facilitate engagement with private sector and public donors and institutional partners to secure funding and strengthen WFP's visibility. Develop tailored approaches for thematic funding in humanitarian aid, climate financing, school feeding, innovative finance, and resilience programming.
- **Private Sector Prospecting/Outreach:** Proactively identify, cultivate and manage relationships with private sector entities, foundations, and organizations (e.g. corporates, chambers of commerce, philanthropic entities) to diversify funding streams and foster strategic partnerships for the region engaging with both HQ and Global Offices on opportunities.
- Build relationships with key stakeholders/contacts at global, regional and local levels, both internally and externally for key sectors like agriculture, banking and energy.
- **Resource Diversification:** Support Country Offices in identifying new private sector funding opportunities, including blended finance and impact investment models aligned with WFP's priorities.

2. Innovative Finance and Innovation Hub Support

- **Programme Coordination:** Assist in coordinating regional activities including programmes, scaling projects and innovative finance initiatives. Ensure lessons learned are captured and disseminated.
- **Stakeholder Mapping:** Build and maintain a comprehensive network of donors, investors, and ecosystem actors - government agencies, innovation centers, accelerators, foundations, corporations, and venture capital firms to support local private sector development, impact investment and innovative finance activities.
- **Fundraising and Value Proposition Development:** Contribute to the design of compelling value propositions for donors and investors. Support follow-on fundraising efforts for innovation and impact investment initiatives.
- **Advocacy and Visibility:** Develop high-quality advocacy materials (briefs, presentations, social media content) to showcase WFP's innovation and private sector engagement. Ensure alignment with regional and global branding guidelines.

ESSENTIAL QUALIFICATIONS & EXPERIENCE

- Advanced university degree in Political Science, Economics, Finance, International Development, International Relations, Journalism, Communications, Innovation, Business Development, Law or another relevant field.
- Minimum of two years relevant working experience in relevant field of work
- Fluency in English
- Proficiency in Windows MS Office (Word, Excel, PowerPoint, Outlook)
- Behavioural competencies: leads by example with integrity, drives results and delivers on commitments, fosters inclusive and collaborative teamwork, applies strategic thinking, builds, and maintains sustainable partnerships

DESIRABLE REQUIREMENTS

- Exposure to the international arena either by direct work for an international institution/organization or by interacting with international stakeholders
- Intermediate level of one, or more, of the following official languages: French, Spanish, Arabic, Chinese, Russian, Portuguese
- WFP's international professionals are required to serve in different locations around the world during their career (including in hardship duty stations); willingness to be mobile would maximise opportunities for long-term retention into the Organization

SUPERVISION

The JPO will be working under the overall supervision of the Head of Partnerships and Innovation Unit and will be working closely with other team members including the Head of the Innovation Hub team and the Innovative Finance Advisor.

An annual work plan will be drawn up at the beginning of the assignment. This work plan will be reviewed, and the performance appraised after 6, 12 months and at the end of the assignment. Guidance will be provided on a constant basis and coaching according to the training plan.

TRAINING COMPONENTS

- Coaching in partnership and resource mobilization policies, strategies and principles
- Coaching in WFP rules and regulations, budgetary issues and project preparation process
- Training on preparation of effective resources mobilization funding proposals
- Training on innovative finance mechanisms for resource mobilisation
- Familiarity with donors' international cooperation principles and priorities through self-study and contacts with partner representatives
- Mentoring, Coaching, and Career Counselling provided by the Head of Unit

LEARNING ELEMENTS

At the end of the two-year assignment, the JPO should:

- Be fully knowledgeable of WFP's partnership resourcing policies, strategies and mechanisms, as well as the underlying financial rules and regulations
- Be able to prepare partnership mapping and strategies in specific areas
- Be able to produce appealing resources mobilization proposals, incorporating innovative finance and tailored to the donors' specific needs
- Have acquired efficient partner scoping and negotiating skills
- Good general understanding of WFP's overall operations and activities in the region of assignment