



**Australian Government**  
**Aid Program**



## **AusAID - THE AUSTRALIAN AGENCY FOR INTERNATIONAL DEVELOPMENT**

### **Agriculture and Rural Development Adviser AusAID, ISLAMABAD**

#### **APPLICANT INFORMATION KIT**

Deadline for lodging applications:  
**Midnight, Sunday 30 September 2012**

AusAID requires electronic lodgement of applications.

Any enquiries should be directed to the Counsellor (Development) on  
[jobs.AHC-islamabad@dfat.gov.au](mailto:jobs.AHC-islamabad@dfat.gov.au) or + 92 51 8355 500

## OVERVIEW

The Australian Agency for International Development (AusAID) is the Australian Government agency responsible for managing Australia's overseas aid program. A vacancy currently exists for an Agriculture and Rural Development Adviser. We are inviting a dynamic and experienced professional to take part in this new exciting position within our organisation. This package of information is intended to help potential applicants to understand the work of the AusAID Islamabad office, understand what is involved in the role and to help you make an informed decision to apply.

The package provides applicants with information on how to apply and what information the Selection Committee will be looking for to help them make the best selection decision.

# **Agriculture and Rural Development Adviser: Pakistan Australian High Commission: Islamabad**

## **Job Description and Selection Documentation Position Number: 20689**

### **About AusAID**

AusAID is an Executive Agency within the Foreign Affairs and Trade portfolio and reports to the Minister for Foreign Affairs, Senator the Hon Bob Carr. Mr Peter Baxter is the Director General of AusAID.

The role of AusAID is to manage the Australian Government's overseas aid program. It provides advice and support to the Minister for Foreign Affairs on development policy, and plans and coordinates poverty reduction activities in partnership with developing countries. The Government announced a new policy for Australia's aid program, *An Effective Aid Program for Australia: Making a real difference—Delivering real results* in July 2011, in response to the Government-commissioned Independent Review of Aid Effectiveness. The policy centres on delivering real results for poor people in developing countries by maximising the effectiveness of Australia's aid. The Government is committed to scaling up Australia's aid effort so that it reaches 0.5 per cent of gross national income by 2016-17.

### **Objective**

AusAID's objective is to help people overcome poverty. This serves Australia's national interests by promoting stability and prosperity both in our region and beyond. Australia is committed to the Millennium Development Goals, the internationally agreed targets for poverty reduction. AusAID's five strategic goals are:

- saving lives
- promoting opportunities for all
- sustainable economic development
- effective governance, and
- humanitarian and disaster response.

### **People**

At 30 September 2011, AusAID employed 1775 staff, with 766 based overseas. The head office is in Canberra. AusAID also has representatives in 37 Australian diplomatic missions overseas.

### **Budget**

In 2012-13, it is estimated that the Australian Government will provide \$5.2 billion in official development assistance, equivalent to 0.35 per cent of gross national income. By 2016-17, total expenditure under the aid program may reach \$8.3 billion, consistent with the Government's commitment to increase official development assistance to 0.5 per cent of gross national income.

### **Further Information**

For more information about AusAID visit [www.ausaid.gov.au](http://www.ausaid.gov.au)

## Benefits of Working in AusAID

At AusAID, we recognise the need to provide rewards, benefits and a good quality of life for our staff. Major benefits of joining AusAID include:

1. A sense of satisfaction in being part of the key Australian Government organisation that works with partner governments to address development issues and priorities within that country.
2. Being part of a highly professional, well-respected organisation with like-minded fellow professionals operating on a global stage - with some opportunities for travel.
3. A good salary structure: A competitive base salary is paid to all employees.  
At the highest pay point, a bonus of 2 per cent of salary may be paid under the current performance management scheme, provided your work is assessed as 'effective'.
4. The opportunity to negotiate flexible working arrangements (in some circumstances).
5. A safe and professional office environment with appropriate tools and systems to help you do your job.
6. Training and career development in both formal and on-the-job programs.
7. A full range of employment conditions and benefits including recreation and additional leave provisions, staff amenities and health insurance.

## Terms of Employment

It is anticipated that the successful candidate will commence his/her duties in November 2012.

The position is open to Australian and Non-Australian citizens. This is a non-ongoing vacancy for an initial two year term, with the possibility of an extension of another year, subject to the program reviews and effective performance assessment.

An attractive remuneration package and conditions of employment will be negotiated commensurate with the demonstrated experience, expertise and skills of the successful applicant.

## Overview of Position

<b>Title</b>	Agriculture and Rural Development Adviser
<b>Classification</b>	O-Based Level 8
<b>Division/Branch/Section</b>	South and West Asian Division, Afghanistan and Pakistan Branch, Pakistan Section
<b>Reports to</b>	AusAID Counsellor
<b>Location</b>	Australian High Commission, Islamabad
<b>Salary</b>	An appropriate salary package will be negotiated commensurate with skills and experience. Indicative salary component between PKR11,149,375.66 - 12,928,350.37
<b>Duration</b>	2 years with possible 1 year extension

## Background

### Australia's commitment to food security through rural development programs

Australia is increasing its commitment to food security through rural development. Improving food security by investing in agricultural productivity, infrastructure, social protection and the opening of markets is one of the ten development objectives for the aid program. Food security underpins all other development, as without it, food insecure populations prioritise food and sustaining their own lives and those of their families over everything else. Australia's approach to food security is centred on increasing the availability of food through production and improving trade, while also increase the poor's ability to access food. Australia's current focus is on three pillars where there is strong evidence that development efforts can achieve significant and sustainable results, and where Australia can have an impact at scale in partner countries. The three pillars include:

- i. lifting agricultural productivity through agricultural research and development;
- ii. improving rural livelihoods by strengthening markets and market access; and
- iii. building community resilience by supporting the establishment and improvement of social protection programs.

These three pillars aim to increase the food available in markets and poor households and increase the incomes and employment opportunities of poor men and women. Food security expenditure is expected to grow strongly over the next few years, particularly in Africa, the Middle East, South Asia, and Indonesia. Results in achieving better food security outcomes include reducing the number of people living on less than USD 1.25 a day, reducing the number of people suffering from hunger and achieving opportunities for full and productive employment.

### Pakistan's development context

Pakistan has a complex operating environment, with the country facing a number of economic, political and security challenges. Pakistan's performance against the Millennium Development Goals (MDGs) remains slow, particularly those relating to extreme hunger and poverty, primary education, and maternal and child health.

#### *Agriculture and rural development in Pakistan*

Around two thirds of Pakistan's population live in rural areas. Of these, 68 per cent derive their living from activities in the agriculture sector, where poverty is widespread with an estimated 79 per cent of Pakistan's poor living in rural areas. The 2011 Pakistan Nutritional Survey found that over 52 million Pakistanis suffered moderate or severe hunger during 2011, with 91 per cent of those affected living in Punjab or Sindh, and the majority from rural areas.

Agriculture is a key sector for Pakistan's economy and for its subsistence, accounting for around 21 per cent of GDP, however, it remains underdeveloped. Key structural constraints hinder the sector's contribution to broad based economic growth and poverty reduction in rural areas, including: limited private sector participation and investment in the sector; poor management and unequal distribution of natural resources, land fragmentation and poorly regulated water distribution; low levels of public investment in infrastructure; inadequate access to farm capital; inefficient use of key inputs for crop and livestock production; and low levels of technical skills that limit sustainable agricultural production and productivity.

The 2010 Pakistan floods resulted in more than USD 5 billion in damage to the agriculture sector, and recovery from this disaster continues to be slow, particularly in isolated and marginalised communities. The 2011 monsoonal floods caused widespread damage to the agriculture sector, particularly in Sindh - where around three quarters of crops and a third of livestock have been destroyed - and, to a lesser extent, in Balochistan and Punjab.

## Australia's development assistance to Pakistan

Official Development Assistance (ODA) from Australia to Pakistan has increased from \$16.9 million in 2006-07 to an estimated \$96.4 million in 2012-13. The overall objective of Australia's aid program to Pakistan is to work with the Government of Pakistan (GoP) towards a stable, secure, democratic country through broad-based social and economic development and poverty reduction in line with the MDGs.

Australia is developing a strategy for engagement in the sector, the Australia Pakistan Rural Development Strategy (APARDS) which will be finalised in 2012. The draft APARDS focuses on: improving community institutions and rural livelihoods in conflict buffer zones; enhancing selected value chains that benefit the rural poor through improved productivity, market and employment opportunities; and improving the agricultural capability of Pakistan.

Australia has a significant profile in the Pakistani agriculture sector, largely through the efforts of the Australian Centre for International Agriculture research (ACIAR) to increase agricultural productivity and establish institutional linkages through the Agriculture Sector Linkages Program. Australia is seen as a world leader in primary production in water scarce environments. Pakistani stakeholders proactively seek Australian input in land, water, agriculture, livestock, agro-forestry, climate change adaptation and rangeland management. Australia has recently committed expertise to the Friends of Democratic Pakistan Water Sector Task Force, to assist in developing a comprehensive water sector plan for Pakistan. Australia also runs a livelihoods development program through a local NGO, the Sarhad Rural Support Program, in Khyber-Pakhtunkhwa.

## Job Description

### General

Australia's support to Pakistan's agriculture and rural development sector is expected to scale up in the next few years. To support this increased engagement, the Agriculture and Rural Development Adviser will, in general terms:

- Provide strategic advice on agricultural and rural development issues in Pakistan;
- Contribute sectoral expertise to Australia's dialogue with the GoP and key development partners, including providing support to GoP policy and program development in agriculture and rural development;
- Support the implementation of the APARDS and take a lead role in organising mid-term and final reviews of the Strategy;
- Enhance integration and linkages across Australia's support for agriculture and rural development and our broader bilateral aid program to Pakistan; and
- Support coordination and cooperation between AusAID and ACIAR and other Australian government agencies.

The position will be located at the AusAID office in Islamabad. The Adviser will work under the direction of the AusAID Counsellor (Head of Agency in Islamabad) as part of a small team to provide effective, high quality technical advice on the agriculture and rural development components of Australia's bilateral aid program to Pakistan, including water resource management.

Specifically, the successful applicant will be expected to:

### **A. Support the development of consistent sector policies and strategies based on evidence and a deep understanding of the context**

1. *Analyse context:* Develop and maintain an in-depth understanding of the agriculture and rural development sector in Pakistan and advise on ways to increase productivity and

capability in the sector, particularly in a post-18<sup>th</sup> Amendment, devolved environment and consistent with a pro-poor focus and effective AusAID programs. Analyse key strategic issues relevant to the sector, including global and regional development issues as they relate to Pakistan.

2. *Provide high-level strategic and technical advice:* Provide advice to AusAID, partner development agencies, and federal and provincial governments on agriculture and rural development sector policy and programs in Pakistan. Where requested by government agencies and development partners, provide technical input and participate in partner government activities. Contribute sector perspectives to Australian country and regional strategies.
3. *Provide policy advice:* Provide advice including input into the development of complex briefs, policy documents and submissions. Prepare briefing and other papers for the Counsellor and Head of Mission related to any important agriculture and rural development issues, as directed. Prepare information material that articulates Australia's contribution to rural development and communicates key achievements with key stakeholders.
4. *Promote integration of programs, sectors and cross-cutting issues:* Advise on measures to ensure the coherence and effectiveness of AusAID's rural programs in Pakistan, including the interaction of agriculture and rural development programs with other elements of Australian assistance to Pakistan. Specifically:
  - Understand gender analysis and its application in integrating gender considerations in to agriculture and rural development programs.
  - Understand the principles and application of climate change, natural resource management and disaster risk reduction to the development of agriculture and rural development programs.

## **B. Manage partnerships and relationships and exercise influence in dialogue and debate**

1. *Support policy dialogue and donor co-ordination:* Enhance aid effectiveness by supporting policy engagement with partner government agencies and other development partners, including key bilateral and multilateral institutions. This will include representing AusAID at relevant forums, supporting donor coordination efforts in the agriculture and rural development sector, and identifying opportunities for new partnerships.
2. *Form and manage working partnerships and relationships:* Build strong and productive working relationships with government, donors, NGO and business stakeholders in the sector. Assess the roles, interests, approaches and comparative advantages of prospective partners and identify opportunities for collaboration. Specifically:
  - Provide support to the ACIAR Agriculture Sector Linkages Program Coordinator to ensure that ACIAR's in-country activities are coordinated with Australia's other development activities in the agriculture and rural development sector and build synergies across the program.

### **C. Contribute to the delivery of results, quality assurance and program cycle management processes**

1. *Australia Pakistan Agriculture and Rural Development Strategy (APARDS) implementation:* Manage the implementation of the APARDS and maintain regular dialogue with all key stakeholders
2. *Program development and quality assurance:* Contribute to the development and oversight of all AusAID-funded agriculture and rural development initiatives in Pakistan, including:
  - *Program design, management and review:* maintaining coherence across the program in line with APARDS, and drawing on international good practices.
  - *Quality assurance:* Guide quality assurance processes for AusAID rural programs in Pakistan, including scoping of and participation in appraisal and review processes, technical advisory groups, peer reviews, tender and selection panels and quality reporting processes, including reporting on results under Australia's Comprehensive Aid Policy Framework.
  - *Technical support:* Where required, assist AusAID in sourcing suitable additional technical expertise to support these programs, from both domestic and international sources, and facilitate in-country consultant visits and AusAID missions.
3. *Learning:* Collect and collate information on the impact of Australian-funded investments in rural productivity and food security in Pakistan and assist in presenting this information to external stakeholders. Seek to feed lessons from practice into future programming, and disseminate information on relevant international trends and practices in the sector to AusAID and partner staff.

### **Build technical capacity of AusAID rural development program staff in the region**

1. *Building AusAID's capability in the sector:* Build the knowledge and capacity of AusAID staff engaged in the agriculture and rural development sector, including through mentoring, structured training and the development of a knowledge management strategy.
2. *AusAID sector strategy support:* Maintain strong linkages with AusAID's Food Security and Rural Development and Infrastructure Thematic Groups, and build an in-depth understanding of AusAID thematic policy goals, aid effectiveness and performance policies as appropriate to Pakistan's context. Develop links with other AusAID Food Security and Rural Development and Infrastructure Specialists in the region, where appropriate.

## **Eligibility**

**Educational:** A post-graduate qualification in agricultural economics, agricultural sciences, international development, or other social sciences relevant to agriculture and rural development.

**Occupational Experience:** At least eight years specific experience in international development in the agriculture and rural development sector, or other highly relevant experience in agriculture and rural development is required for this position.

## **Reporting**

The position will report to the AusAID Counsellor in Islamabad, and provide regular reports to AusAID and other ad hoc reports as requested. The Principal Adviser, Rural Development in AusAID, Canberra, will also provide performance oversight. This position will not have any direct



staff supervisory responsibilities but may be expected to formally mentor other AusAID staff involved in rural development programs in the Asia region or elsewhere.

## Selection Criteria

**Important:** The Selection Criteria are used to assess an applicant's suitability for a position. Applicants must provide a statement of substantiated claims, not exceeding three pages, addressing the essential selection criteria below. Statements should detail suitability to perform the duties of the position including personal qualities, experience, skills and knowledge relative to the selection criteria.

### Essential

1. ***Specialist sector knowledge skills & experience:*** Sound knowledge of agriculture and rural development, including an understanding of the main challenges for the sector in Pakistan and the South Asia Region and the broad range of development partners involved in this work. Capabilities against this criterion will be further assessed against the relevant components of AusAID's Rural Development Knowledge Framework (attached as Annex).
2. ***Knowledge of aid management and development policy:*** Demonstrated understanding of the role of aid in development. Broad knowledge of the Australian aid program and the key economic, political, social and cultural issues shaping Australia's international development and foreign policies. Ability to provide high quality policy and technical input to program design/management, program quality and performance assessment, as part of ongoing efforts to improve aid effectiveness. Understanding of AusAID's management systems, processes and activity cycle would be an asset.
3. ***Contributes to strategic direction; and achieves results:*** Demonstrated ability to undertake in-depth analysis and strategic thinking on policy issues, and to provide effective, strategic policy and technical advice to government agencies at all levels, donor agencies, and other stakeholders. Strong analytical skills, sound judgement and the capacity to think strategically, including the ability to produce high quality policy materials and advice for development implementation.
4. ***Cultivates productive working relationships; and displays personal drive and integrity:*** Demonstrated inter-personal and cross-cultural skills and experience in building effective partnerships, the ability to work effectively as part of an organisation and a small team, and to perform well under pressure.
5. ***Communicates with influence:*** Strong communication and interpersonal skills, including a demonstrated ability to engage at a senior level, build and maintain networks, provide advice and communicate effectively in English (both in writing and verbally) on sensitive issues with a culturally and professionally diverse range of stakeholders.

### Desirable

1. Relevant work experience in managing or guiding agriculture and rural development programs in one or more developing countries, particularly in fragile and conflict-affected environments. Working experience in Pakistan or the South/West/Central Asian region preferred.
2. Demonstrated understanding of gender analysis, natural resource management and disaster risk reduction principles would be advantageous, along with an ability to incorporate them into program design/management and assessment

**NB:** All AusAID employees demonstrate a commitment to the AusAID Values and O-Based Code of Conduct, as well as to workplace diversity, occupational health and safety and employee participation principles, have appropriate cross-cultural sensitivities and ensure the consideration and application of AusAID's cross-cutting themes (eg. child protection policy, disability inclusiveness, Do No Harm etc) to their work as relevant.

## Annex: Rural Development<sup>1</sup> Knowledge Framework

The Rural Development Knowledge Framework identifies the specific sector knowledge needed by AusAID staff who work wholly or partly on rural development activities, both in Canberra or at post. This work can include a wide range of things that AusAID staff might do, such as:

- Analysing sector context (locally, regionally or globally)
- Developing sector policies and strategies
- Engaging in policy dialogue on sector issues with governments, donor partners and in international forums, and influencing outcomes (i.e utilising the “seat at the table”).
- Entering into, or managing, partnerships in the sector with governments, private sector, civil society or donor partners
- Selecting, conceiving and designing programs and projects, drawing on good practices
- Managing the project cycle and quality assurance of sector programs
- Learning lessons and articulating good practice in the sector

Knowledge needs are defined under five categories. The depth of knowledge and capability in the sector for each category have been defined at three levels:

1. **Awareness level:** Knowledge at this level provides a basic overview of the topic’s issues, terminology and relationship to other knowledge areas and sectors. It provides generalist staff with a foundation to engage in the topic area as a part of a broader portfolio of responsibilities, to apply advice from sector specialists, and to be an informed participant in multi-stakeholder forums related to the topic. Awareness level knowledge also provides a base for staff to progress to higher levels.
2. **Operational level:** Knowledge at this level enables staff to take a lead role in commissioning, designing, assessing, or managing programs, or in strategy or policy formulation in the topic area, with the support of other sector specialists in more complex situations. It enables staff to be a valued contributor in multi-stakeholder forums related to these programs.
3. **Strategic level:** Knowledge at this level incorporates operational level knowledge, combined with the experience and confidence to apply this effectively in complex situations. It enables staff to drive systemic change related to the topic in complex national, regional or global environments, to lead multi-stakeholder exercises, and to influence policy directions. It also equips the holder to mentor other sector staff.

The knowledge categories relevant to this position include:

### 1. Sector Analysis relevant to rural development and social protection

#### a. Approaches, frameworks and analytical tools

- Strategic level knowledge of emerging global trends and evidence related to the effectiveness of different approaches in different regions; and
- Ability to undertake or interpret complex sector analyses and apply the implications of these to country, regional or global sector strategy and program development.

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<sup>1</sup> The term “rural development” is used throughout the paper as shorthand for a broader range of sector topics, which include activities related to agriculture, food security, rural livelihoods and poverty, rural enterprise development, social protection, financial services (microfinance) or natural resource management (i.e. water resources, forestry, fisheries).

**b. Country or region specific analysis**

- Strategic level knowledge of emerging trends, evidence and research outputs related to the rural economy, broad-based growth and poverty reduction in the country/region (or globally as appropriate); and
- Ability to effectively apply knowledge of inter-sectoral linkages to guide country/regional global strategies and allocation decisions

**c. Key cross-cutting issues including, climate change & environmental degradation, disaster risk reduction, state fragility, and transition from humanitarian assistance**

- Strategic level knowledge of emerging global evidence or trends related to each of the cross-cutting issues, and how this can be applied to developing sector strategies at country, regional or global level as applicable

**2. Policy & Institutional Architecture in the sector**

**a. Australian policy and institutional framework**

- Operational level knowledge and understanding of AusAID policies and approaches in the sector and their background; and
- Sufficient depth of knowledge of the perspectives, roles and programs of other Australian agencies with interests in the sector and region - and how these relate to the AusAID sector programs - to enable the facilitation of activity partnerships and contribute to partnership discussions.

**b. International policy and institutional framework**

- Operational level knowledge of relevant international sector policies, commitments, institutional perspectives, strengths and weaknesses (e.g. of the IFIs, GFASP, CGIAR, FAO, WFP, IFAD, Global Donor Platform, CAADP, G8 and G20 commitments etc.) to enable the selection and facilitation of activity partnerships and to contribute to partnership discussions.

**c. Institutional roles and delivery modalities**

- Operational level knowledge of public financing, governance and incentive systems in the sector (e.g. for agriculture natural resources, decentralisation and social protection); and
- Ability to select, design or apply appropriate funding or partnership modalities based on knowledge of specific issues to be taken into account in the sector.

**3. Agricultural Productivity**

**a. Factors affecting agricultural productivity growth and issues in agricultural research**

- Operational level knowledge of the factors influencing agricultural productivity in the country/regional context; and
- Sufficient knowledge of the perspectives, roles and programs of country, regional or international agricultural research institutions (e.g. CGIAR) to contribute to funding or reform negotiations.

**4. Rural livelihoods & Enterprise Development**

**a. Market development and access to financial services**

- Operational knowledge of the critical issues in the that enable private sector contribution to poverty reduction or making markets work better for the poor;
- Sufficient knowledge of different approaches to market-led development to apply these to activity designs or quality assessments; and
- Sufficient knowledge of different approaches to provision of inclusive financial services to apply to policy or activity designs or quality assessments.

## 5. Social Protection

### a. Formal social protection systems and informal social protection and community-driven development

- Awareness level knowledge of the drivers of household risk and vulnerability and informal community approaches to social protection in the country/region; and
- Basic knowledge of different approaches to provision of social protection including targeting approaches, cash transfers and community-driven development.

## How to Apply

If after reading the information about the Organisation and the Job you have decided to apply for this position you should follow these steps.

### Step 1 - Prepare Resume

Prepare your Resume or Curriculum Vitae in **Microsoft Word format**, no more than four pages. Your CV should include:

- a summary of your employment history to date, include details of the dates, the organisation and a short description of the type of work you undertook.
- summarise your educational qualifications in your CV, including the degree award or certificate, the institution attended, the dates of study and country where you studied.

### Step 2 - Provide a written response to the all selection criteria (no more than three pages)

- The document must be submitted in English
- The document should outline your suitability, experience, skills and knowledge as relevant to the position.
- Please draw on experience you have gained from work, social or study situations to demonstrate your skills

### Step 3 - Submit Job Application by Midnight Sunday 30 September 2012

Your application for the job should include:

- a completed AusAID Personal particulars Form;
- your Resume or CV; AND
- your written response to the selection criteria

You should email both documents to [jobs.AHC-islamabad@dfat.gov.au](mailto:jobs.AHC-islamabad@dfat.gov.au)

Please include **Agriculture and Rural Development Adviser** in the email subject field.

## Helpful Hints in Applying

Please take your time in writing your application and preparing your CV as our decision on who moves forward will be based on the information you provide. Please draw on experience you have gained from work, social or study situations to demonstrate your skills and complete all areas of the application.

### What Happens Next?

Once your application has been received and registered, our next step is to review the applications and select applicants to move forward to the next stage.

We will advise you *if you have been successful* in moving forward (short listed) to the second stage approximately within two - three weeks of the closing date. If you are short listed, we will also provide you with full information on what date and where you need to attend an interview.

Due to the volume of applications normally received, AusAID does not notify applicants who have not been shortlisted or respond to any correspondent enquiring about it.