

Vacancy Announcement

Position title – Chargé(e) de mission - Regional Activities Department of the World Organisation for Animal Health (OIE)

Salary: Base salary at **2 500 €** net/month, commensurate according to experience
+ Benefits (salary exempt of French income tax, annual quality bonus)

Duration: 2 years, renewable according to performance

Context:

The World Organisation for Animal Health (OIE) is the intergovernmental organisation responsible for improving animal health worldwide. The standards it develops for the trade of live animals and products of animal origin are recognized by the World Trade Organization as reference international sanitary rules (<http://www.oie.int/fr/>).

The OIE, then known as the « Office international des épizooties », was created on the 25th of January, 1924. Its headquarters are based in Paris. It comprises 182 Member Countries and is present on all continents through 12 Representations or Bureaus in total.

In addition to international standard setting, the OIE is actively engaged in supporting its Member Countries to strengthen their national veterinary services (VS) in order to be able to effectively implement those standards relative to animal and zoonotic disease control. The key OIE programme in this regard is the Performance of Veterinary Services (PVS) Pathway which mainly involves expert missions to Member Countries upon request to systematically evaluate their VS. This assessment is based on the PVS Tool, which methodically evaluates a range of critical competencies including human resources, education, legislation, technical capacity, stakeholder engagement and infrastructure, among others.

Additional OIE support programmes for Members related to the PVS Pathway focus more specifically on legislation, veterinary education, veterinary laboratories and veterinary statutory bodies. In recent years, the quality of education of veterinarians and veterinary paraprofessionals (VPPs) has become a particular area of interest for the OIE. In that regard, the OIE has developed guidelines for the expected competencies of veterinarians (Day 1 graduates) and a Veterinary Education Core Curriculum.

Currently, an OIE ad hoc group on VPPs is meeting on a regular basis to develop similar guidelines regarding competencies and curriculum for VPPs. Additionally, the ad hoc group is participating in various outreach activities to communicate the value of VPPs in the delivery of veterinary services and the importance of ensuring high quality training for them. The finalisation of the curriculum is likely to lead to some field projects involving the training of VPPs, their integration into national veterinary services and reviews of the legal and regulatory frameworks necessary to facilitate that integration.

Positioning and reporting

The incumbent will be assigned as a Chargé(e) de mission at the Regional Activities Department (RAD) of the OIE Headquarters and report to the Head and the Deputy Head of the RAD, under the authority of the Deputy Director General in charge of Institutional Affairs and Regional Activities. He/she will work in collaboration with the other officers in the Department, in particular the Coordinator of the Veterinary Legislation Support Programme (VLSP).

Job purpose

The Chargé(e) de Mission contributes to the sustainable development of national Veterinary Services by supporting the Global Programme of Strengthening Veterinary Services. He/She participates to the development of capacity-building activities under the PVS Pathway targeting the contribution of quality education of veterinarians and veterinary paraprofessionals to Veterinary Services and their regulation through Veterinary Statutory Bodies. Finally, he/she participates to the evolution and continuous improvement of the programme in line with the strategy of the Organisation.

Missions and activities

- Provide support to the work of the OIE ad hoc group on VPPs
 - Prepare and provide TORs for the group as well as background and working documents;
 - Liaise internally with relevant departments to ensure compilation of cross-cutting relevant data;
 - Participate in the ad hoc Group meeting insuring compliance with OIE procedures;
 - Prepare the report of the ad hoc Group meeting and any supporting documents or analyses;
 - Follow up the results from these deliberations;
 - Contribute to the development of all the relevant written material (guidelines, communication products, etc.) produced by the ad hoc Group.

- Contribute to the organisation of relevant in-country missions and regional workshops related to VPP educational programmes
 - Support the identification of experts for missions and workshops;
 - Prepare and provide the terms of reference of the missions and workshops;
 - Ensure communication with the relevant experts and targeted countries and regions;
 - Participate to and/or follow-up on the effective delivery of the mission and workshops;
 - Finalise the missions' reports and ensure their dissemination;
 - Follow up on the integration of curricular reforms into VPP training programmes.

- Contribute to the recognition and regulation of VPPs in national legislation on Veterinary Statutory Bodies
 - Provide support to the development of project proposals and project implementation for the review of national legislation on Veterinary Statutory Bodies and the regulation of veterinary paraprofessionals;
 - Contribute to reviews of the legal and regulatory frameworks necessary to facilitate the integration of VPPs into national Veterinary Services;
 - Provide support to regional workshops on the regional harmonisation of regulation of VPPs.

- Contribute to the bridging of activities under the PVS Pathway
 - Explore potential complementarities between VPP-related activities and other activities related to the PVS Pathway, including, but not limited to:
 - Veterinary Education Twinning Programme;
 - Veterinary Legislation Support Programme;
 - Undertake analysis of PVS Pathway mission reports to inform these bridging activities.

- Provide general support to the activities of the Department
 - Provide data to respond to enquiries from diverse sources, including colleagues, Member Countries, other organisations and external parties;
 - Assist in the organisation of and participate in events, meetings and workshops under RAD responsibility and relevant area of expertise;
 - Participate in international missions, seminars, workshops and meetings representing the RAD as needed;
 - Prepare concept-notes, factsheets, background papers and other analytical documents;
 - Provide communication content to be published in the OIE Bulletin, OIE Web site or for articles for OIE publications.

Qualifications and Experience

Qualifications

- Doctorate of Veterinary Medicine, Bachelor of Veterinary Science or equivalent degree in veterinary medicine or a graduate or post graduate degree in education with relevant experience in the field of veterinary education.
- At least 3 years of experience in veterinary or veterinary paraprofessional education with regard to curriculum development; or
- At least 3 years of experience in delivery and implementation or regulation of veterinary paraprofessional work activity.

Requirements

Technical skills

- Fluent in speaking, reading and writing in English and French;
- Excellent writing and editorial skills;
- Good computer skills in a Microsoft environment (namely Word, Excel, and PowerPoint);
- Good note-taking and rapporteur skills.

Interpersonal skills

- Strong team orientation with interpersonal skills;
- Organisational awareness: strong ability to establish priorities and work within tight timelines;
- Ability to establish and maintain good working relationships in a multinational and multicultural environment;
- Self-motivated, focused and driven.

Working conditions

This position is located in the offices of OIE HQ in Paris during the standard work week. Participation in field missions is unlikely initially but may be required later on.

General information

The OIE places high value on a multicultural and positive work environment.

The OIE is an equal opportunity employer and welcomes applications of all qualified candidates, irrespective of their ethnic origin, gender, opinions or beliefs.

This is a full-time position as an international civil servant based at the OIE Headquarters in Paris (France) that is available immediately.

If you are interested in the position, please complete your application online **by 22 February 2019 at midday (Paris local time) at the latest** by clicking on the link below.

Should you have any questions, please contact Human Resources at hr.dept@oie.int.

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