

FU STAFF STRUCTURE (POSITIONS AND FUNCTIONS)

Positions Functions	GACSA Staff Positions				
	Coordinator	Communication and Advocacy	Partnerships, Membership, Networking and Meetings	CSA Expert	Administrative-Technical Support
Coordination	<p>Unit Head responsibilities (40%)</p> <ul style="list-style-type: none"> Overall coordination and management of Unit's work plan and budget Reporting – financial and technical within the FAO institutional requirements and procedures (to SC through the Co-chairs and other relevant organisations as may be necessary) Facilitating all support and interaction with the co-chairs and the strategic committee Participates in resource mobilization activities to support GACSA initiatives 				<p>Team support functions (20%) Administrative and technical responsibilities</p>
Outreach, advocacy and communication	<p>Team support functions (20%)</p> <ul style="list-style-type: none"> Technical responsibilities 	<p>Lead responsibilities (60%)</p> <ul style="list-style-type: none"> Develop and coordinate implementation of the communication work plan Manage GACSA's outreach strategy and initiatives Coordinate production of GACSA communication, advocacy and outreach materials on GACSA and on CSA Management of GACSA communication strategies and mechanisms including website and social media tools Guide/Ensure professionally validated GACSA communication policy in line with GACSA 	<p>Team support functions (10%)</p> <ul style="list-style-type: none"> Technical responsibilities 	<p>Team support functions (20%)</p> <ul style="list-style-type: none"> Technical responsibilities 	<p>Team support functions (20%)</p> <ul style="list-style-type: none"> Administrative and technical responsibilities

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	Coordinator	Communication and Advocacy	Partnerships, Membership, Networking and Meetings	CSA Expert	Administrative-Technical Support
		principles and standards			
Identifying, brokering and management of partnerships and alliances	<p>Team support functions (15%)</p> <ul style="list-style-type: none"> • Technical responsibilities 	<p>Team support functions (15%)</p> <ul style="list-style-type: none"> • Technical responsibilities 	<p>Lead responsibilities (70%)</p> <ul style="list-style-type: none"> • Facilitate and support brokering and management of partnerships and alliances including collaboration with regional CSA networks and alliances • Manage the membership support drive including recruitment of new members 	<p>Team support functions (20%)</p> <ul style="list-style-type: none"> • Technical responsibilities 	<p>Team support functions (20%)</p> <ul style="list-style-type: none"> • Administrative and technical responsibilities
Membership management and support	<p>Team support functions (10%)</p> <ul style="list-style-type: none"> • Technical responsibilities 	<p>Team support functions (20%)</p> <ul style="list-style-type: none"> • Technical responsibilities 	<ul style="list-style-type: none"> • Facilitate membership networking and learning • Coordinate the preparation of GACSA core meetings and related background materials; 	<p>Team support functions (20%)</p> <ul style="list-style-type: none"> • Technical responsibilities 	<p>Team support functions (20%)</p> <ul style="list-style-type: none"> • Administrative and technical responsibilities
Knowledge management including facilitating the generation and dissemination	<p>Team support functions (15%)</p> <ul style="list-style-type: none"> • Technical responsibilities 	<p>Team support functions (5%)</p> <ul style="list-style-type: none"> • Technical responsibilities 	<p>Team support functions (20%)</p> <ul style="list-style-type: none"> • Technical responsibilities 	<p>Lead responsibilities (70%)</p> <ul style="list-style-type: none"> • Coordinate generation and validation of CSA content • Facilitate and support thematic research /studies and analysis • Support (peer) learning • Dissemination of knowledge/evidence/good practices" on CSA (including simplified CSA messages from various research-dialogue sources 	<p>Team support functions (20%)</p> <ul style="list-style-type: none"> • Administrative and technical responsibilities

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Type of Position	<u>1 FAO regular position</u> - P5 - Full time - Until 31/12/2016	<u>1 Consultant</u> • Full time/Part time (33%) since 20/07/16 (equivalent to 8-month contract) - Until 20/01/2017	<u>1 Consultant</u> - Part-time (50%) - Until 10/12/2016 <u>1 Secondee (US)</u> - Full time - Until 31/08/2017	<u>1 Secondee (France)</u> • P4 equivalent • Full time • Until 31/03/2019 <u>1 Secondee (Italy)</u> • P3 equivalent • Part time (50%) • Until 31/06/2017	<u>1 FAO employee</u> • G4 • Full time • Until 31/03/2017 <u>1 FAO employee</u> • G2 • Full time • Till 31/12/2016
Financing of position	1. FAO: GACSA Multi-Donor Trust Fund (Norway + Swiss) Position sits with FAO/DDN	1. Consultant: GACSA Trust Fund budget (US) Position sits with FAO/DDN	1. Consultant: GACSA Multi-Donor Trust Fund (Norway + Swiss) Position sits with FAO/DDN 2. Secondee: US project Position sits with FAO/DDN	1. Secondee: France project Position sits with FAO/NRC 2. Secondee: Italian project Position sits with FAO/NRC	1. FAO: GACSA Multi-Donor Trust Fund (Norway + Swiss) Position sits with FAO/DDN 2. FAO: GACSA Multi-Donor Trust Fund (Norway + Swiss) Position sits with FAO/DDN
Summary	1. Total GACSA Trust Fund Staff costs (without secondments) for 2016		USD 532,354 (including support costs)		
	2. Total GACSA Staff Budget estimate (with secondments) for 2016		USD 870,000 (taking into account estimated value of secondments)		

- The FU Structure indicates a total of 8 staff, of which 3 FAO employees, 2 consultants, and 3 secondees.
- Underlined positions are those funded by GACSA.
- Staff costs for FAO employees include wages and benefits (e.g. leave pay, pension, medical insurance)
- All staff take on FAO conditions of services; staff contracts will be issued by FAO, and include some support costs from FAO.