Descripción de la asignación de voluntarios NU

BENR000479--Communication officer

El programa de Voluntarios de las Naciones Unidas (VNU) es la organización de la ONU que contribuye a la paz y al desarrollo en todo el mundo por medio del voluntariado. El voluntariado es una forma poderosa de involucrar a los ciudadanos para hacer frente a los desafíos en materia de desarrollo, y capaz de transformar el ritmo y la naturaleza del mismo. El voluntariado beneficia tanto al conjunto de la sociedad como a los voluntarios, fortaleciendo la confianza, la solidaridad y la reciprocidad entre las personas y creando oportunidades de participación apropiadas. Para impulsar la paz y el desarrollo, el programa VNU promueve el reconocimiento de la contribución de los voluntarios, trabaja con sus asociados para integrar el voluntariado en los programas de desarrollo y moviliza en todo el mundo a un número cada vez mayor y más diverso de voluntarios, incluidos Voluntarios de las Naciones Unidas. El programa VNU entiende el voluntariado como universal e incluyente, y reconoce el voluntariado en toda su diversidad, así como los valores que lo sustentan: libre albedrío, entrega, compromiso y solidaridad. En la mayoría de las culturas, el voluntariado está profundamente arraigado en antiguas tradiciones de cooperación y apoyo fuertemente establecidas entre las comunidades. En este contexto los Voluntarios de las Naciones Unidas participan en varias formas de voluntariado y juegan un papel esencial en el desarrollo y la paz junto a sus colegas, agencias receptoras y comunidades locales. En todas las asignaciones, los Voluntarios de las Naciones Unidas promueven el voluntariado por medio de su acción y conducta. La participación en actividades voluntarias puede enriquecer efectiva y positivamente su entendimiento de la realidad local y social, así como también crear un puente entre los voluntarios y la gente de la comunidad receptora. Esto hará que su tiempo como Voluntario de la ONU sea aún más satisfactorio y productivo.

Información general

<table>
<thead>
<tr>
<th>País de la asignación</th>
<th>Benin</th>
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<tbody>
<tr>
<td>Agencia / Entidad Anfitriona</td>
<td>World Health Organization</td>
</tr>
<tr>
<td>Categoría de Voluntariado</td>
<td>International Specialist</td>
</tr>
<tr>
<td>Número de Voluntario</td>
<td>1</td>
</tr>
<tr>
<td>Duración</td>
<td>24 meses</td>
</tr>
<tr>
<td>Fecha de Inicio Esperada</td>
<td>Inmediatamente</td>
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<tr>
<td>Lugar de Destino</td>
<td>Cotonou [BEN]</td>
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<tr>
<td>Lugar de Asignación</td>
<td>Lugar de Destino Apto para Familias</td>
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Observación sobre el lugar de asignación

The incumbent, being the communication and advocacy focal point, will report to the WHO Representative in the Country office or the Technical Cluster Director in the Regional Office. The officers will collaborate with the Regional Communications Manager. The first line responsibility involves...
promoting effective communication strategies and establishing press/media networks. S/he will engage with subject matter experts in the organization to agree on best tactics to advocate WHO’s work, goals and achievements. The incumbent will also liaise with a broad range of officials from the press and media, partner organizations and institutions, target audiences, health cluster partners and official representatives from the national authorities to obtain information and, as necessary, provide advice on communication opportunities.

The incumbent, being the communication and advocacy focal point, will report directly to the Partnership, Planning and Performance Lead, under the matrix reporting to the AFRO Regional Communications Manager and under the overall guidance of the WHO Representative in the Country office. The officers will collaborate with relevant technical officers in the RO. The first line responsibility involves promoting effective communication strategies and establishing press/media networks. S/he will engage with subject matter experts in the organization to agree on best tactics to advocate WHO’s work, goals and achievements. The incumbent will also liaise with a broad range of officials from the press and media, partner organizations and institutions, target audiences, health cluster partners and official representatives from the national authorities to obtain information and, as necessary, provide advice on communication opportunities.

Condiciones de vida

Benin is a country located on the Africa west coast. This assignment is based in Cotonou, the capital city of the Republic of Benin. Living conditions are relatively good. Running water and electricity are available. Cost of living is high compared to other countries in the sub-region. Most of foodstuff is imported. Basic food includes meat, fish, cassava and rice. It is easy to find fresh food on the market. There are regular flights from/to Benin. The country has boundaries with Nigeria, Togo, Ghana and Burkina Faso. The official language is French.

An entry visa is required for anyone travelling with or without the United Nations laissez-passer and must be obtained before arrival in the country. Furnished or unfurnished houses are available between 300 and 500 USD per month. The national currency is the CFA franc (1 US $ = 561 FCFA). Commercial banks exist. VISA credit cards are accepted in some hotels and department stores. Benin is a country with a high incidence of malaria. The use of mosquito nets is strongly recommended. Vaccination against yellow fever is necessary. Other vaccines such as meningitis, hepatitis B... are also recommended. Basic medicines are available in Cotonou/ Benin, but it is recommended to bring your specialized medicines. The current situation in Benin is relatively calm and at a minimum-security level (SLS 1) of the United Nations. UNV will be based in Cotonou but will carry out field missions to UNICEF’s intervention areas (Borgou, Alibori and Zou). As the economic capital and first city of Benin, Cotonou has all the usual amenities of large cities (electricity, running water, dispensary, hospitals, leisure, etc.).

Detalles de la Asignación
In the context of the WHO strategic direction at the country level, the incumbent will deliver a well-rounded communications plan, and contribute to the regional and global communications strategies; identify subjects of interest to develop advocacy/communications activities; ensure the accurate and timely production and dissemination of high quality public information products to highlight WHO’s work on the ground; promote achievements and results towards reaching the WHO triple billion targets; build contacts with the press/media and optimize networking opportunities.

**Sustainable Development Goals**

3. Good Health and Well-being

**Descripción de la tarea**

1. Develop and implement communications plans which includes a timeline of key communications products.
2. Identify subjects/stories of interest pertaining to WHO efforts at the country or Regional level to develop communications products such as feature stories, press releases and social media posts.
3. Work together with WHO Country office and the Regional Communications Team to conceptualize a set of new advocacy documents to inform stakeholders and the general public about WHO’s response, co-develop, as relevant, high quality media tools, including audio-visual, photographic and printed materials, television and radio programmes, multimedia presentations, social media, videos and press releases, bulletins etc., to promote WHO’s visibility, achievements and success stories.
4. Liaise with the press/media to advocate and disseminate information on WHO work as well as relevant events such as WHO campaigns. Organize interviews and filming opportunities to support high visibility of WHO achievements through television, radio and newspapers, etc.
5. Manage the development and maintenance of content for the country website and social media platforms, in compliance with guidelines and standards used throughout the Organization, to ensure consistency of approach. Critically review and improve contents.
6. Prepare communication and advocacy products and statements to be used by the Resource Mobilization team in convincing and encouraging donors to rapidly fund the overall health sector response to affected populations.
7. Collaborate with all relevant actors, including the health cluster, regional and field offices, other WHO departments, UN agencies, and other partners to identify and create communication opportunities and prepare communication campaigns on specific topics.
8. Represent the WHO Country Office (WCO) in the UN Communication Group and provide appropriate technical support as required.
9. Organize advocacy events, press interactions and meetings to increase the visibility of WHO and knowledge about the work of the WCO;
10. Support Ministry of Health (MoH) public communications during key health events including health emergencies, through the development of talking points, press releases, press statements and other media products.
11. Perform any other communication specific related duties, as required by the functional supervisor.
Además de lo anterior, a los Voluntarios de la ONU se les insta a:

• Fortalecer su conocimiento y entendimiento sobre el concepto de voluntariado por medio de la lectura de publicaciones pertinentes tanto del programa VNU como externas, así como desempeñar un papel activo en las actividades del programa VNU, como por ejemplo en los eventos de conmemoración del Día Internacional del Voluntariado (DIV);
• Conocer y desarrollar las formas tradicionales y/o locales de voluntariado en el país anfitrión;
• Reflexionar sobre el tipo y la calidad de la acción voluntaria que se lleva a cabo, incluida su participación en actividades realizadas periódicamente;
• Contribuir con artículos/criticas (opiniones) de las experiencias en el terreno y enviarlas a la sede para su publicación en el sitio web, publicaciones, panfletos/boletines, notas de prensa, etc. del programa VNU;
• Ayudar con el Programa de Mentores para los nuevos Voluntarios de la ONU;
• Asesorar a grupos locales en el uso del servicio Voluntariado en Línea del programa VNU o promover el uso del servicio con individuos y organizaciones locales pertinentes cuando sea técnicamente posible;

Resultados / Resultados esperados

Furthermore, UN Volunteers are encouraged to integrate the UN Volunteers programme mandate within their assignment and promote voluntary action through engagement with communities in the course of their work. As such, UN Volunteers should dedicate a part of their working time to some of the following suggested activities:

• Strengthen their knowledge and understanding of the concept of volunteerism by reading relevant UNV and external publications and take active part in UNV activities (for instance in events that mark International Volunteer Day);
• Be acquainted with and build on traditional and/or local forms of volunteerism in the host country;
• Provide annual and end of assignment self-reports on UN Volunteer actions, results and opportunities.
• Contribute articles/write-ups on field experiences and submit them for UNV publications/websites, newsletters, press releases, etc.;
• Assist with the UNV Buddy Programme for newly arrived UN Volunteers;
• Promote or advise local groups in the use of online volunteering or encourage relevant local individuals and organizations to use the UNV Online Volunteering service whenever technically possible.

• The development of capacity through coaching, mentoring and formal on-the-job training, when working with (including supervising) national staff or (non-) governmental counter-parts, including Implementing Partners (IPs);
• Age, Gender and Diversity (AGD) perspective is systematically applied, integrated and documented in all activities throughout the assignment • A final statement of achievements towards volunteerism for peace and development during the assignment, such as reporting on the number of volunteers mobilized, activities participated in and capacities developed

Cualificaciones/Requisitos
Nivel de Grado Requerido  Bachelor degree or equivalent

Educación - Comentarios Adicionales

- A first university degree in communication, journalism, political science or international relations or related field from an accredited/recognized institute.
- Desirable Education: Formal qualification in public health; Courses in communication techniques such as graphic design, visual language and in the use of social media. Training in risk communication is an asset.

Experiencia Necesaria  36 meses

Comentarios sobre la experiencia

- At least 3 - 5 years of professional work experience at the national and international level, in external communications.
- Proven experience in writing engaging communications materials.
- Desirable Experience: Prior working experience with WHO/UN or with an international nongovernmental organization; experience in organizing advocacy campaigns and experience in managing publishing processes.
- Proven experience in writing advocacy documents. Proven experience in taking photographs or filming video which are of professional quality

Lingüísticas

- French (Mandatory), Nivel - Fluent
- AND - English (Mandatory), Nivel - Working Knowledge

Área de Experiencia

- Public information and reporting Obligatorio
- Web and graphic design Obligatorio
- Journalism, mass media and broadcasting Obligatorio

Requisito de área de experiencia

Skills:

- Proven skills in the development and implementation of communications plans
- Proven skills in writing feature stories and other key communications products
- Proven skills in engaging with national, regional and international media and securing media coverage
- Excellent interpersonal skills complemented by the ability to conceptualize ideas and advocate consensus.

Necesita Licencia de Conducir  No

Competencias y Valores

- Accountability

The United Nations Volunteers (UNV) programme is administered by the United Nations Development Programme (UNDP).
Conditions of Service for International Specialist:

The contract lasts for the period indicated above with possibility of extensions subject to availability of funding, operational necessity and satisfactory performance. However, there is no expectation of renewal of the assignment.

A UN Volunteer receives a Volunteer Living Allowance (VLA) which is composed of the Monthly Living Allowance (MLA) and a Family Allowance (FA) for those with dependents (maximum three).

The Volunteer Living Allowance (VLA) is paid at the end of each month to cover housing, utilities, transportation, communications and other basic needs. The VLA can be computed by applying the Post-Adjustment Multiplier (PAM) to the VLA base rate of US$ 1,651. The VLA base rate is a global rate across the world, while the PAM is duty station/country-specific and fluctuates on a monthly basis according to the cost of living. This method ensures that international UN Volunteers have comparable purchasing power at all duty stations irrespective of varying costs of living. The PAM is established by the International Civil Service Commission (ICSC) and is published at the beginning of every month on the ICSC website http://icsc.un.org.

For UN Volunteer entitlements, kindly refer to the link https://vmam.unv.org/calculator/entitlements

In non-family duty stations that belong to hardship categories D or E, as classified by the ICSC,
international UN Volunteers receive a Well-Being Differential (WBD) on a monthly basis.

Furthermore, UN Volunteers are provided a settling-in-grant (SIG) at the start of the assignment (if the volunteer did not reside in the duty station for at least 6 months prior to taking up the assignment) and in the event of a permanent reassignment to another duty station.

UNV provides life, health, permanent disability insurances as well as assignment travel, annual leave, full integration in the UN security framework (including residential security reimbursements).

UN Volunteers are paid Daily Subsistence Allowance at the UN rate for official travels, flight tickets for periodic home visit and for the final repatriation travel (if applicable). Resettlement allowance is paid for satisfactory service at the end of the assignment.

UNV will provide, together with the offer of assignment, a copy of the Conditions of Service, including Code of conduct, to the successful candidate.

Supervision, induction and duty of care of UN Volunteers

UN Volunteers should be provided equal duty of care as extended to all host entity personnel. Host entity support to the UN Volunteer includes, but is not limited to:

- Introductory briefings about the organisation and office-related context including security, emergency procedures, good cultural practice and orientation to the local environment;

- Support with arrival administration including setting-up of bank accounts, residence permit applications and completion of other official processes as required by the host government or host entity;

- Structured guidance, mentoring and coaching by a supervisor including a clear workplan and performance appraisal;

- Access to office space, equipment, IT support and any other systems and tools required to complete the objectives of the assignment including a host entity email address;

- Access to shared host entity corporate knowledge, training and learning;

- Inclusion of the volunteer in emergency procedures such as evacuations;

- Leave management;
- DSA for official travel, when applicable;

- All changes in the Description of Assignment occurring between recruitment and arrival or during the assignment need to be formalized with the United Nations Volunteer Programme.

Código de aplicación: BENR000479-6531

Procedimiento para la aplicación:

* Not yet registered in the UNV Talent Pool?

First register your profile at [https://vmam.unv.org/candidate/signup](https://vmam.unv.org/candidate/signup).

Important: After creating your account, complete all sections of your profile and submit it. Then go to ‘My Page’ at [https://vmam.unv.org/candidate/mypage](https://vmam.unv.org/candidate/mypage) and click on the ‘Special Calls’ hyperlink. Lastly, select the special call to which you would like to apply.

* Already registered in the UNV Talent Pool?

First update your profile at [https://vmam.unv.org/candidate/profile](https://vmam.unv.org/candidate/profile).

Then go to ‘My Page’ at [https://vmam.unv.org/candidate/mypage](https://vmam.unv.org/candidate/mypage) and click on the ‘Special Calls’ hyperlink to select the special call to which you would like to apply.

This assignment is in the framework of the Africa Women Health Champions to improve health and gender equality initiative. African female candidates are strongly encouraged to apply.

Application deadline: 23 March 2020

doa.apply_url: [https://vmam.unv.org/candidate/show-doa/QkVOUjAwMDQ3OQ==](https://vmam.unv.org/candidate/show-doa/QkVOUjAwMDQ3OQ==)

Advertencia

El programa de Voluntarios de las Naciones Unidas es un programa basado en la igualdad de oportunidades, que recibe gratamente aplicaciones por parte de profesionales cualificados/os. Estamos comprometidos a lograr la diversidad en términos de género, nacionalidad y cultura.