The United Nations Volunteers (UNV) programme is the UN organization that promotes volunteerism to support peace and development worldwide. Volunteerism can transform the pace and nature of development and it benefits both society at large and the individual volunteer. UNV contributes to peace and development by advocating for volunteerism globally, encouraging partners to integrate volunteerism into development programming, and mobilizing volunteers. In most cultures volunteerism is deeply embedded in long-established, ancient traditions of sharing and support within the communities. In this context, UN Volunteers take part in various forms of volunteerism and play a role in development and peace together with co-workers, host agencies and local communities. In all assignments, UN Volunteers promote volunteerism through their action and conduct. Engaging in volunteer activity can effectively and positively enrich their understanding of local and social realities, as well as create a bridge between themselves and the people in their host community. This will make the time they spend as UN Volunteers even more rewarding and productive.

General Information

<table>
<thead>
<tr>
<th>Country of Assignment</th>
<th>Guinea</th>
</tr>
</thead>
<tbody>
<tr>
<td>Host Institute</td>
<td>World Health Organization</td>
</tr>
<tr>
<td>Volunteer Category</td>
<td>National Specialist</td>
</tr>
<tr>
<td>Number of Volunteer</td>
<td>1</td>
</tr>
<tr>
<td>Duration</td>
<td>12 months</td>
</tr>
<tr>
<td>Expected Starting Date</td>
<td>01-07-2020</td>
</tr>
<tr>
<td>Duty Station</td>
<td>Conakry [GIN]</td>
</tr>
<tr>
<td>Assignment Place</td>
<td>Family Duty Station</td>
</tr>
</tbody>
</table>

Living Conditions

Guinea is in West Africa sub region and its capital is Conakry, which is the largest city and the main center of financial and economic activities with a high population density.

**Climate:** Guinea has mostly a tropical monsoon climate, and a rainy season followed by a dry season. The dry season is influenced by the harmattan. The average temperature is 29 °C to 30 °C; the rainy season is from June to October.

**Population:** The population of Guinea is approximately 12,093,349 inhabitants. The population of Guinea
contains about 24 different ethnic groups, with Peuls making up 40% of the population. Other ethnic groups include Mandingo, Soussou, Kissi, Kpelle and non-African groups.

**Religion:** About 85% of the population is Muslim. Other religions practiced in the country are Christian, Buddhist, Hindu and others.

**Security:** Guinea is a generally safe country to visit, but there are persistent socio-political moments and cases of crime especially in Conakry. It is recommended not to travel at night since armed robbery has increased in the south. Please refer to the security guidelines provided by the UNDSS Office.

**Currency:** The local currency is Guinea Franc (GNF). 1 GNF = 0.0001 USD.

**Health:** No outbreak is currently in progress in the country. However, taking all priority vaccines is required.

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### Assignment Details

<table>
<thead>
<tr>
<th>Assignment Title</th>
<th>Communications Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Organizational Context &amp; Project Description</strong></td>
<td></td>
</tr>
</tbody>
</table>

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.

### Sustainable Development Goals

3. **Good Health and Well-being**

**Task description**

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.

Furthermore, UN Volunteers are required to:- 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 reports on UN Volunteer actions, results and opportunities using UNV’s Volunteer Reporting Application- 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.

Results/Expected Outputs

1. Develop and implement communications plans which includes a timeline of key communications products.

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11. Perform any other communication specific related duties, as required by the functional supervisor.

• 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

• Le développement des capacités grâce à l’encadrement, le suivi et la formation continue, en travaillant (y compris la supervision) avec le personnel national ou les homologues de la contrepartie (gouvernementale ou non-gouvernementale, y compris les partenaires d’exécution (IP); • La perspective de l’âge, du genre et de la diversité (AGD) est systématiquement appliquée, intégrée et documentée dans toutes les activités tout au long de l’affectation • Un rapport des réalisations dans le domaine du volontariat pour la paix et le développement durant l’affectation, comme par exemple le nombre de volontaires mobilisés, la participation aux activités et la contribution au développement des capacités.

Qualifications/Requirements

Required Degree Level

Bachelor degree or equivalent
Education - Additional Comments

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.

Required experience 36 months

Experience Remark

- 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.

- 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

Language

- French (Mandatory) , Level - Fluent
- AND - English (Mandatory) , Level - Fluent

Area of Expertise

- Public information and reporting Mandatory

Area of Expertise Requirement

- 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.

Need Driving Licence No

Competencies & Values
Adaptability and Flexibility
Commitment and Motivation
Communication
Integrity
Planning and Organizing
Professionalism
Working in Teams

Conditions of Service and other information

Condition of Service

Cliquez ici pour voir les Conditions de Service

Conditions de Service:

Le contrat couvre la période ci-dessus indiquée, renouvelable selon la disponibilité des fonds, nécessités opérationnelles et performance satisfaisante. cependant il n'y a aucune garantie soit prolongé au-delà du contrat initial

Une indemnité mensuelle de subsistance de volontaire, censée couvrir le logement, les besoins de base ainsi que les charges utilitaires (eau, électricité, etc.) vous sera versée. Vous aurez aussi droit à un voyage vers le lieu d’affectation et une Indemnité d’installation (SIG) (si applicable), une assurance médicale (avec dépendants, maximum trois), une assurance d’incapacité et une assurance vie. Un billet pour le voyage retour vers votre lieu de recrutement (si applicable) sera fourni et une indemnité de réinstallation (RSA) après service satisfaisant vous sera payée.

En plus de ce qui précède, pour les lieux d’affectation sans famille classifiés sous catégories D ou E selon la classification de ICSC, une indemnité de bien-être sera versée chaque mois ; à raison de 15% de VLA pour le bien-être niveau A et 30% de VLA pour le bien-être niveau B respectivement.

Par exemple, veuillez entrer le lien https://vmam.unv.org/calculator/entitlements

Supervision, initiation, orientation et devoir de protection des Volontaires des Nations Unies.
Les Volontaires des Nations Unies devraient bénéficier du devoir de protection et de diligence de l’entité hôte égal à celui de tout son personnel. L’appui de l’entité hôte au Volontaire des Nations Unies inclut, mais n’est pas limité à :

- Des séances d’information préliminaires sur l'organisation et sur le contexte professionnel y compris la sécurité, les procédures d’urgence, les bonnes pratiques culturelles et l’orientation vers l’environnement local;

- Un appui administratif à l’arrivée, y compris l’ouverture de comptes bancaires, les demandes de permis de séjour et autres démarches officielles requises par le gouvernement hôte ou l’entité hôte;

- Une orientation, un mentorat et un encadrement adéquats par un superviseur, y compris la provision d’un plan de travail clair et d’une évaluation de performance;

- L’accès à l’espace de bureau, aux équipements de bureau, l’appui informatique et à tous les autres systèmes et outils requis pour atteindre les objectifs de l’affectation, y compris une adresse électronique de l’entité hôte;

- L’accès aux connaissances institutionnelles, ainsi qu’aux programmes de formation et d'apprentissage de l’entité hôte;

- L’inclusion du volontaire dans le plan de sécurité;

- La gestion de ses congés;

- Des indemnités journalières de subsistance pour les voyages officiels, le cas échéant;


Application Code GINR000102-6612

Application procedure

* Pas encore enregistré/e dans la banque de candidats VNU ?

Veuillez d’abord enregistrer votre profil sur le site : https://vmam.unv.org/candidate/signup.

* Vous avez déjà un profil dans la banque de candidats VNU ?

Veuillez d'abord mettre à jour votre profil sur le site : https://vmam.unv.org/candidate/profile.


! FOR National UN Volunteer assignments ONLY

(remove for international assignments): !

Ceci est une annonce pour une affectation VNU national. Par conséquence, seuls les citoyens de Guinée Conakry et les résidents légaux de Guinée Conakry ayant une carte de résident de ce pays, le statut de réfugié ou d’apatride peuvent postuler à cette annonce. N’oubliez pas de cocher oui pour : « Je voudrais être considéré/e pour le volontariat dans mon pays. »

Date limite pour postuler : 26-03-2020

NB : Cette affectation s'inscrit dans le cadre de l'initiative des Jeunes Championnes d'Afrique de l'OMS pour améliorer la santé et promouvoir l'équilibre des genres.

Les candidatures féminines sont vivement encouragées.

doa.apply_url                  https://vmam.unv.org//candidate/show-doa/R0lOUjAwMDEwMg==

Disclaimer

United Nations Volunteers is an equal opportunity programme which welcomes applications from qualified professionals. We are committed to achieving diversity in terms of gender, nationality and culture.