**Informations générales**

<table>
<thead>
<tr>
<th>Pays d'Affectation</th>
<th>Liberia</th>
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<tbody>
<tr>
<td>Agence/Institution hôte</td>
<td>World Health Organization</td>
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<tr>
<td>Catégorie de volontaire</td>
<td>International Specialist</td>
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<tr>
<td>Nombre de Volontaires</td>
<td>1</td>
</tr>
<tr>
<td>Durée</td>
<td>jusqu'au 30-06-2021</td>
</tr>
<tr>
<td>Possibilité de prolongation de contrat</td>
<td>Oui</td>
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<tr>
<td>Date présumée du début d'affectation</td>
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**Remarque sur le lieu d'affectation**

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,
Conditions de vie


Le dollar US est largement utilisé et peut être échangé contre le dollar libérien (taux de change au mois de février 2018 : 1 US$ = 1,30 dollar libérien). Les cartes de crédit et les chèques de voyage ne sont pas généralement acceptés. Il y a plusieurs distributeurs automatiques de caisse dans le Libéria.

En sélectionnant des choses à apporter, il est recommandé de prendre en compte que le Libéria peut être chaud et humide. Il est donc recommandé de venir avec des vêtements adaptés.

In Monrovia, apartment-type accommodation can be found in areas such as Mamba Point. These are of various standards and usually come furnished with water and electricity and security guards, in compliance with UN security requirements. Prices are negotiable. There are other areas for residence such as Sinkor and Congo Town. In the latter area, rent would generally be less expensive. Private accommodation possibilities are limited and getting a house according to the security measures can take about 2 or 4 weeks.

Détails sur l'Affectation

Titre de l'Affectation : Communications Officer

Contexte organisationnel & description du projet

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.

Objectifs de développement durable

3. Good Health and Well-being

Description de l’action

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 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.

En plus de ce qui précède, les Volontaires des Nations Unies sont censés : • Renforcer leurs connaissances et compréhension du concept du volontariat en lisant la documentation mise à disposition par le programme VNU, les publications externes et prendre activement part aux activités du programme VNU, par exemple s’impliquer dans les activités commémoratives de la Journée internationale des Volontaires (JIV), le 5 décembre. • Se familiariser et développer toute forme de volontariat traditionnel et/ou local au niveau du pays d’accueil. • Refléter le type et la nature des actions volontaires qu’ils entreprennent, y compris leur participation dans les réflexions substantielles. • Contribuer à la rédaction des articles sur les expériences de terrain à soumettre pour la publication du programme VNU/ site web, bulletin et notes de presse, etc. • Contribuer au Programme d’accueil des Volontaires des Nations Unies nouvellement arrivés dans le pays d’affectation ; • Promouvoir ou conseiller les groupes locaux dans l’utilisation des volontaires en ligne ou en-courager les individus et les organisations à utiliser les services de volontaires en ligne quand cela est techniquement possible.

Résultats / résultats attendus
• 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.

Qualifications / Exigences

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<tr>
<th>Domaine de qualification</th>
<th>Bachelor degree or equivalent</th>
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<tbody>
<tr>
<td>Niveau de qualifications - autres commentaires</td>
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<tr>
<td>• 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.</td>
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<tr>
<td>Expérience Requise</td>
<td>36 mois</td>
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<tr>
<td>Remarques sur l’Expérience</td>
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<tr>
<td>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.</td>
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<tr>
<td>Desirable Experience: Prior working experience with WHO/UN or with an international nongovernmental organization; experience in organizing advocacy campaigns and experience in</td>
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managing publishing processes. Proven experience in writing advocacy documents. Proven experience in taking photographs or filming video which are of professional quality

**Linguistiques**
- English (Mandatory), Niveau - Fluent

**Domaine d’expertise**
- Public information and reporting Obligatoire
- Knowledge management, archiving and documentation Obligatoire

**Domaine d'expertise requis**
- 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.

**Permis de Conduire exigé**
- Non

**Compétences et Valeurs**
- Adaptability and Flexibility
- Commitment and Motivation
- Commitment to Continuous Learning
- Communication
- Integrity
- Planning and Organizing
- Professionalism
- Working in Teams

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**Conditions de service et autres informations**

**Conditions de service**

[Click here to view Conditions of Service](#)

**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.

**Code d'application**

**LBRR000164-6605**

**Application procedure**

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.

* Not yet registered in the UNV Talent Pool?

Please 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?

Please 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.

**Application deadline:** 25-03-2020

**doa.apply_url**  
[https://vmam.unv.org//candidate/show-doa/TEJSUjAwMDE2NA==](https://vmam.unv.org//candidate/show-doa/TEJSUjAwMDE2NA==)

**Avertissement**

Le programme VNU est un programme qui promeut l’égalité des chances et encourage les candidatures de professionnels qualifiés. Le Programme VNU s’engage à assurer la diversité en termes de genre, de nationalités et de cultures.