STPR000030--Communications Officer


Informations générales

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<th>Sao Tome and Principe</th>
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<td>World Health Organization</td>
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<tr>
<td>Catégorie de volontaire</td>
<td>National Specialist</td>
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<tr>
<td>Nombre de Volontaires</td>
<td>1</td>
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<tr>
<td>Durée</td>
<td>24 mois</td>
</tr>
<tr>
<td>Possibilité de prolongation de contrat</td>
<td>Oui</td>
</tr>
<tr>
<td>Date présumée du début d’affectation</td>
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<td>Sao Tome [STP]</td>
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Officially the Democratic Republic of São Tomé and Príncipe, is a Portuguese-speaking island nation in the Gulf of Guinea, off the western equatorial coast of Central Africa. It consists of two archipelagos around the two main islands: São Tomé and Príncipe, located about 140 kilometres (87 miles) apart and about 250 and 225 kilometres (155 and 140 miles), respectively, off the northwestern coast of Gabon. Since the 19th century, the economy of São Tomé and Príncipe has been based on plantation agriculture. At the time of independence, Portuguese-owned plantations occupied 90% of the cultivated area. After independence, control of these plantations passed to various state-owned agricultural enterprises. The main crop on São Tomé is cocoa,
representing about 95% of agricultural exports. Other export crops include copra, palm kernels, and coffee. The islands of São Tomé and Príncipe, situated in the equatorial Atlantic and Gulf of Guinea about 300 and 250 kilometres (190 and 160 mi), respectively, off the northwest coast of Gabon, constitute Africa's second-smallest country. Both are part of the Cameroon volcanic mountain line, which also includes the islands of Annobón to the southwest, Bioko to the northeast (both part of Equatorial Guinea), and Mount Cameroon on the coast of Gulf of Guinea. At sea level, the climate is tropical—hot and humid with average yearly temperatures of about 27 °C (80.6 °F) and little daily variation. The temperature rarely rises beyond 32 °C (89.6 °F). At the interior's higher elevations, the average yearly temperature is 20 °C (68 °F), and nights are generally cool. Annual rainfall varies from 5,000 mm (196.9 in) on the southwestern slopes to 1,000 mm (39.4 in) in the northern lowlands. The rainy season is from October to May.

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

3. Good Health and Well-being

Description de l'action

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.

Organizational Context (Describe the work environment, the role of the individual within the team – team member, specialist, adviser, facilitator, coordinator/manager, representative, expert, authority in the field, etc; available guidelines and degree of independence in decision making, and nature and purpose of contact within and outside the Organization):
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.

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. • Réfléchir 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 encourager les individus et les organisations à utiliser les services de volontaires en ligne quand cela est techniquement possible.

Résultats / résultats attendus

Summary of Assigned Duties (Describe what the incumbent has to do to achieve main objectives; include main achievements expected):

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.

- 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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<th>Domaine de qualification</th>
<th>Bachelor degree or equivalent</th>
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Niveau de qualifications - autres commentaires

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.

Expérience Requise 36 mois

Remarques sur l'Expérience

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.

**Linguistiques**
- Portuguese (Mandatory), Niveau - Fluent
- And One of these - English, French (Mandatory), Niveau - Fluent

**Domaine d’expertise**
- Public information and reporting Obligatoire
- Other communications related experience Optionnel

**Domaine d’expertise requis**

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.

**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.

Fluency in spoken and written English or French or Portuguese is required.

**Permis de Conduire exigé** Non

**Compétences et Valeurs**
- Adaptability and Flexibility
- Commitment to Continuous Learning
- Communication
- Integrity
- Professionalism
- Working in Teams
Conditions de service et autres informations

Conditions de service

Click here to view Conditions of Service

Conditions of Service:

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.

Travel to duty station (if applicable) and a Settling-In-Grant will be provided in the event the duty station is not within commuting distance from the place of recruitment. The applicable Volunteer Living Allowance is provided monthly to cover housing, utilities and normal cost of living expenses. Life, health and permanent disability insurance are included (health insurance for up to 3 dependents), as well as final repatriation (if applicable) and resettlement allowance for satisfactory service.

Furthermore, in non-family duty stations that belong to hardship categories D or E, as classified by the ICSC, a Well-Being Differential (WBD) on a monthly basis will be provided.

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

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 and official processes;

- 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;

- Any necessary security measures, ensuring that UN Volunteers are covered by the United Nations Security Management System (UNSMS) in line with the UNDSS Security Policy Manual;

- 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 STPR000030-6532

Application procedure

Not yet registered in the UNV Talent Pool?

First register your profile at 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 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. Then go to ‘My Page’ at 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.

! FOR National UN Volunteer assignments ONLY

This is a national UN Volunteer assignment, therefore only nationals of Sao Tome and Principe and legal residents in Sao Tome and Principe with a residency permit, the status of refugee or with the status of being stateless are eligible to apply. Don’t forget to tick the yes box for: “I am interested in serving as a volunteer in my own country.”

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

Application deadline: 23-03-2020
Avertissement

Le programme VNU est un programme qui promote 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.

https://vmam.unv.org/candidate/show-doa/U1RQUjAwMDAzMA==