



POSITION TITLE:	Communication Officer	GRADE LEVEL:	P-3
		DUTY STATION:	Accra, Ghana
ORGANIZATIONAL UNIT:	Regional Office for Africa	DURATION *:	Fixed Term: 2 years
	RAF	POST CODE/N ^o :	Unidentified
		CCOG CODE:	1A08

Applications from qualified women as well as from qualified nationals of non-and under-represented member countries are encouraged
Persons with disabilities are equally encouraged to apply
All applications will be treated with the strictest confidence

The incumbent may be re-assigned to different duty stations depending on the evolving needs of the Organization

DUTIES AND RESPONSIBILITIES

Under the overall management and administrative leadership of the Assistant Director-General/Regional Representative, RAF and the functional guidance of the Head of the Office for Communication, Partnerships and Advocacy (OCP), the incumbent performs activities to support corporate communications policy, programmes, campaigns and media relations in the Region. The incumbent will also contribute to strengthening partnership and knowledge networks within and outside the Organization, supporting country-level actions guided by FAO's Country Programme Framework (CPF) as well as increasing South-South and triangular cooperation. In particular, the incumbent will:

- support country-level actions guided by FAO's Country Programming Frameworks (CPFs), subregional and regional priority frameworks and higher-level strategic frameworks of the Organization in order to transform FAO's knowledge products into country-level results and impacts;
- prepare and implement an integrated communication strategy (including a media plan) which takes into account both corporate priorities and the regional specificities;
- maintain close working relations with regional media representatives, including print and broadcast media; reply to specific enquiries from journalists, providing them with information regarding FAO in the Region and arranging interviews with FAO experts;
- prepare press releases on FAO activities in the Region;
- adapt for the regional audience, press releases and other written material; draft new features and opinion articles as appropriate;
- maintain the English- and French-language version of RAF Newsroom Website, provide supervision to consultant(s) hired to update the site;
- monitor regional print, broadcast and on-line media coverage of FAO and report on issues of importance to the Organization;
- participate in public relations activities involving FAO, the Host Country and other countries in the Region, in close liaison with the ADG/Regional Representative;
- monitor and promote activities related to improve FAO's profile and presence online in the Region (through Wikipedia, Google sidewiki, YouTube, facebook, Myspace and similar channels of communication);
- liaise closely with OCP on a regular basis on all communications and external relations issues that are of interest to both RAF and HQ;
- perform other related duties as required.

MINIMUM REQUIREMENTS

Candidates should meet the following:

- University degree in Journalism or Communication or related discipline
- Five years of relevant experience in journalism, media relations or corporate communication
- Working knowledge of English and French

SELECTION CRITERIA

Candidates will be assessed against the following:

- Extent and relevance of experience in journalism and public information
- Demonstrated writing and reporting skills
- Knowledge of and contacts with media in the Region and experience in interacting with journalists
- Extent of understanding of Internet as a communication tool, including the emerging social networking and user-generated content sites
- Extent of knowledge and understanding of FAO and its communication policies and priorities
- Excellent communications skills, both orally and in writing

Please note that all candidates should possess computer/word processing skills and should be capable of working with people of different national and cultural backgrounds.

** The length of appointment for internal FAO candidates will be established in accordance with applicable policies pertaining to the extension of appointments*

REMUNERATION

A competitive compensation and benefits package is offered. For information on UN salaries, allowances and benefits, click on the following link: <http://icsc.un.org/>

To apply: visit the iRecruitment website at

<http://www.fao.org/employment/irecruitment-access/en/>

and complete the on-line application

In order for your application to be properly evaluated, please ensure that all sections of the on-line application are completed.

Please note that FAO staff members are international civil servants subject to the authority of the Director-General and may be assigned to any activities or office of the organization.

FAO IS A NON-SMOKING ENVIRONMENT