



Issued on: 12 January 2011

Deadline For Application: 11 February 2012

POSITION TITLE:	Publishing Officer (Rights and Permissions)	GRADE LEVEL:	P-2
ORGANIZATIONAL UNIT:	Publishing Policy and Support Branch, OEKP Office of Knowledge Exchange, Research and Extension, OEK	DUTY STATION:	Rome
		DURATION *:	Fixed term: 3 years
		POST CODE/N°:	2002616
		CCOG CODE:	1002

Applications from qualified women as well as from qualified nationals of non-and under-represented member countries are encouraged

DUTIES AND RESPONSIBILITIES

The Publishing Policy and Support Branch (OEKP) coordinates the development and maintenance of an enabling environment for cross-media, multilingual technical and specialized publishing by FAO headquarters and decentralized offices. The Branch operates in dynamic functional teams providing policies, procedures, standards and guidelines for FAO's technical and specialized publishing programme; tools for conceptualization, production, dissemination and monitoring of information products; consultative and advisory support for FAO publishing with both internal and external partners; support for the marketing and sales of FAO information products; management and protection of FAO intellectual property, including copyright; and management and promotion of co-publishing arrangements for FAO content.

Under the overall supervision of the Chief, OEKP and the day-to-day supervision of the relevant team leader(s), the incumbent will contribute to the achievement of selected activities mentioned, in particular rights and permissions activities. In particular, will:

- Participate in licensing and permissions activities related to FAO copyright material;
- Provide advice on matters relating to rights and permissions, copyright, and the use of the FAO emblem and other logos on information products;
- Participate in the negotiation and administration of joint publishing contracts and assist in the coordination and promotion of related publishing projects;
- Contribute to capacity building of FAO staff through the provision of publishing standards and tools and training sessions;
- Perform other related duties as required.

MINIMUM REQUIREMENTS

Candidates should meet the following:

- University Degree in Publishing, Communication, Languages, Law or in a subject related to the work of the Organization
- Three years of relevant experience in academic, scientific, or technical publishing
- Working knowledge of English, French or Spanish and limited knowledge of one of the other two or Arabic, Chinese, Russian

SELECTION CRITERIA

Candidates will be assessed against the following:

- Extent and relevance of experience in publishing, including involvement rights and licensing in joint publishing projects
- Extent of experience in developing, implementing and promoting use of best practices in publishing, preferably including the area of rights and licensing
- Demonstrated initiative, ability to plan and organize work and to self-train
- Demonstrated ability and willingness to work as part of a publishing team
- Quality of both oral and written communication skills

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: Carefully read and follow the **Guidelines to applicants**

Send your application to:

V.A 2495-OEK
Chief, Publishing Policy and Support Branch
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Fax No: +39 06 57052256
E-mail: VA-2495-OEK@fao.org

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.

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