



Food and Agriculture Organization of the United Nations

## PROFESSIONAL VACANCY ANNOUNCEMENT N°: FOMR-707-11-PRJ

Issued on:

Deadline For Application: 7 August 2011

POSITION TITLE:	<b>Technical Officer (Graphic Design)</b>	GRADE LEVEL:	<b>P-2</b>
ORGANIZATIONAL UNIT:	<b>Forest Assessment, Management &amp; Conservation Division, FOMD Forestry Department, FO</b>	DUTY STATION:	<b>Rome</b>
		DURATION *:	<b>Fixed term: 2 years (with possible extension)*</b>
		POST CODE/N°:	<b>N</b>
		CCOG CODE:	<b>1A08d</b>

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

### DUTIES AND RESPONSIBILITIES

Reducing Emissions from Deforestation and Forest Degradation (REDD+) is an effort to create a financial value for the carbon stored in forests, offering incentives for developing countries to reduce emissions from forested lands and invest in low-carbon paths to sustainable development. "REDD+" goes beyond deforestation and forest degradation, and includes the role of conservation, sustainable management of forests and enhancement of forest carbon stocks.

Under the overall guidance of the Director, the direct supervision of the Principal Officer, and in collaboration with Divisional staff the incumbent will design, produce, update and maintain information/communication products and services and other visual material. In particular, the incumbent will:

- Prepare files for electronic publishing, web posting and archiving, as well as press ready files for internal and external printing in accordance with the FAO Web Guide;
- Design, in collaboration with the Publishing Policy and Support Branch (OEKP), desktop publishing templates for publications e.g. books, brochures, flyers, posters, newsletters;
- Provide support in the design and technical functionality of FOM's websites in collaboration with the Information Technology Division (CIO) and the Office of Knowledge Exchange, Research and Extension (OEK) as appropriate;
- Apply the use of audio/visual and multi-media tools to support FOM websites, animated visual presentations, on-line tools, interactive DVDs, CD-Roms and videos using FAO social media policy;
- Produce graphics for electronic presentations at conferences and meetings;
- Design and produce interactive DVDs and on-line tools using content provided by Divisional staff;
- Further develop FOM's communications and outreach activities using Graphic User Interfaces and FAO approved software products;
- Explore opportunities to use social networking and video sharing sites to promote FOM activities.
- Perform other related duties as required.

**\* Appointment/Promotion to this position is for duration of assignment only**

### MINIMUM REQUIREMENTS

*Candidates should meet the following:*

- University Degree in Communication, Graphic Design or related field
- Three years of relevant experience in graphic design for technical publishing and/or application of multi-media and on-line tools
- Working knowledge of English, French or Spanish and limited knowledge of one of the other two

### SELECTION CRITERIA

*Candidates will be assessed against the following:*

- Extent of experience in graphic design for the preparation of technical publications, posters, interfaces and other visual materials
- Extent of experience in HTML/related standards and software/tools related to web and desktop publishing
- Extent of experience in use of computer applications and tools (e.g. Microsoft Office, FTP Server, uploading software, Photoshop, Illustrator, InDesign, Dreamweaver, Premiere, After Effects, Acrobat, Autodesk Maya, Flash, Bridge, Fireworks, Quicktime, Device Central, Media Encoder, etc)
- Depth of knowledge of the production methods of information material produced within the UN system
- Degree of creative thinking, content development and graphic design skills
- Extent and level of networking, facilitation skills and working with technical staff
- Extent of linguistic skills, knowledge of Italian would be an asset

*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 FOMR-707-11-PRJ  
Director, FOMD, Forestry Department

FAO Viale delle Terme di Caracalla 00153 Rome ITALY  
Fax No: +39 06 57055137  
E-mail: VA-707-11-PRJ-FOMR@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.

**FAO IS A NON-SMOKING ENVIRONMENT**