



POSITION TITLE:	COMMUNICATION OFFICER	GRADE LEVEL:	P-4
		DUTY STATION:	Bangkok, Thailand
ORGANIZATIONAL UNIT:	REGIONAL OFFICE FOR ASIA AND THE PACIFIC	DURATION *:	Fixed Term: 2 years
	RAP	POST CODE/N°:	0124931
		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 direct supervision of the Assistant Director-General and Regional Representative, RAP, and technical guidance of the Office for Communication, Partnerships and Advocacy (OCP), the Communications Officer of RAP is responsible for the development and management of communication strategy, 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;
- act as regional focal point in the preparation of FAO's corporate communication strategy, and take the lead on development of an Asia-Pacific regional communication strategy that reflects and supports the global strategy;
- conceptualise, monitor and implement advocacy/communication strategies and campaigns on key operations and issues;
- be responsible for the development and preparation of press releases, web articles, pamphlets, brochures and other written material and arrange for their timely production, issuance and distribution to enhance the visibility of the Region in support of FAO's regional programmes and activities;
- closely monitor media releases, op-eds and other key communication outputs from FAO headquarters, to ensure that agreed corporate messaging is reflected in RAP news releases, webpages, social media, etc.;
- adapt the level of language and complexity of content to a wide range of audiences in internal and external environments;
- build and maintain close partnership and collaboration with national and international media representatives in the Region, including print and broadcast media; arrange timely responses to specific media enquiries and provide them with information regarding FAO in the Region;
- organize press conferences, briefings and interviews for FAO management and staff as well as media visits to FAO offices and projects;
- review and monitor regional print, broadcast and on-line media coverage of FAO and report on issues of interest and importance to the Organization;
- contribute to and participate in public relations activities involving FAO, the Host Country and other countries in the Region, in close liaison with the ADG/Regional Representative;
- manage and coordinate the contributions of the Regional Office to the FAO web site; and guide the development and use of social media by FAO staff in the Asia-Pacific region according to the FAO social media policy;
- promote and monitor activities related to improving FAO's profile and presence online in the Region through various channels of communication;
- act as regional focal point for FAO corporate outreach and promotion campaigns and initiatives, including inter alia the Professional Football against Hunger programme; liaise closely with OCP on communications and external relations issues that are of interest to both RAP and HQ, including inter alia correct use of the FAO corporate emblem in all communication outputs
- perform other duties as requested.

MINIMUM REQUIREMENTS

Candidates should meet the following:

- Advanced university degree or equivalent post-graduate professional development in communications, journalism, international relations, information or political/social sciences or related fields
- Seven years of relevant experience in the field of communication and external relations, including experience in formulation, management and monitoring of communication plans and/or experience in the preparation and dissemination of communication and promotion material
- Working knowledge of English and a limited knowledge of another official language of the Organization, Arabic, Chinese, French, Russian or Spanish)

SELECTION CRITERIA

Candidates will be assessed against the following:

- Extent and relevance of experience in the field of communication and external relations
- Excellent communication skills both orally and in writing
- Analytical and conceptual abilities
- Extent and knowledge of and contacts with media in the Region and experience in interacting with journalists.
- Extent of knowledge and understanding of FAO and its programmes and priorities; familiarity with the UN system
- Excellent judgment, initiative, high sense of responsibility, tact and discretion and ability to drive high quality output within the necessary timeframe

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