Food and Agriculture Organization
of the United Nations

CALL FOR EXPRESSIONS OF INTEREST

Communication Specialist (Web)
Contract duration: 4 months, subject to renewal

Vacancy No. **IRC2949**

Deadline for Applications: **17 July 2015**

The purpose of this call is to provide FAO's Office for Corporate Communication (OCC) with a list of qualified candidates for the profile described below.

FAO's vision is a world free of hunger and malnutrition where food and agriculture contributes to improving the living standards of all, especially the poorest, in an economically, socially and environmentally sustainable manner.

The Office for Corporate Communication (OCC) is responsible for all corporate and internal communication activities of the Organization. It ensures coherence and consistency in FAO's corporate messaging and communications' outputs, as well as enables cost-effectiveness in use of communication-related resources across the Organization.

OCC requires the services of a consultant/subscriber of personal services agreement to support the design and preparation of websites using the corporate Web Content ManagementSystem. The incumbent would work within OCC's Internet and Internal Communications Branch and in close collaboration with the IT division.

Tasks and responsibilities:

Under the direct supervision of the Communication Officer (Web Coordinator), the incumbent will support the day-to-day management of the Organization's website. In particular, the incumbent will:

- Analyse the structure and content of FAO domains external to FAO.org to implement their migration as web sections in the corporate website.
- Analyse publications and multimedia material available in these domains to identify the appropriate corporate repository for their organization and preservation if they are FAO corporate assets, or the appropriate way to link them if they are not owned by FAO.
- Update links in the new web sections as appropriate.
- Manage the content implementation of new sections in the Corporate Web Content Management System (WCMS): navigation, structure and dynamic components.
- Implement corporate policies, standards and guidelines for web publishing, in line with FAO's corporate communication policy and in particular ensure that:
    - the corporate web template is accurately applied;
    - proper language coverage is implemented.
- Prepare documentation on the activities above.

Candidates should meet the following requirements:

Minimum Requirements

- University degree in languages, international relations, communications, journalism, information or a related field.
- Five or more years of relevant experience in the field of web, including experience in using CMS. Knowledge of Typo3 will be considered an asset.
- Working knowledge of English. Working knowledge of French, Spanish, Arabic, Chinese or Russian will be considered an asset.

Selection criteria

- Proven experience in the field of communication and web publishing.
- Knowledge on web publishing techniques, including direct experience with content management systems (CMS)
- Relevant experience on the management of multilingual websites
- Analytical and conceptual abilities.
- Experience in working with UN agencies and/or international agencies strategic communication is highly desirable

Additional Information

FAO seeks gender, geographical and linguistic diversity in its staff and international consultants in order to best serve FAO Members in all regions.
All candidates should adhere to FAO values of Commitment to FAO, Respect for All and Integrity and Transparency.

How to apply
All applications are to be made through FAO's **iRecruitment** system. Click on the link below to access **iRecruitment**, complete your online profile and apply for this Call for Expression of Interest.

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

In order for your application to be properly evaluated, please ensure that all sections of your iRecruitment account are completed. Incomplete applications will not be evaluated.

If you need help, or have queries, please contact: **iRecruitment@fao.org**