



Issued on: 9 August 2017

Deadline For Application: 08 September 2017

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JOB TITLE: **Communication Specialist**

TYPE OF CONTRACT: Consultant / PSA

DUTY STATION: Santiago, Chile

ORGANIZATIONAL UNIT: **Regional Office for Latin America and the Caribbean**

DURATION: 11 months, renewable

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*FAO seeks gender, geographical and linguistic diversity in its staff and international consultants in order to best serve FAO Members in all regions.*

**Qualified female applicants and qualified nationals of non-and under-represented member countries are encouraged to apply.**

**Persons with disabilities are equally encouraged to apply.**

**All applications will be treated with the strictest confidence.**

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### Organizational Setting

The Regional Office for RLC is responsible for leading FAO's response to regional priorities for food security, agriculture and rural development through the identification, planning and implementation of FAO's priority activities in the region. It ensures a multidisciplinary approach to programmes, identifies priority areas of action for the Organization in the Region and, in collaboration with departments and divisions at Headquarters, develops, promotes and oversees FAO's strategic response to regional priorities. RLC also advises on the incorporation of regional priorities into the Organization's Programme of Work and Budget and implements approved programmes and projects in the region, monitors the level of programme implementation and draws attention to problems and deficiencies. RLC develops and maintains relations with region-wide institutions including the Regional Economic Integration Organizations (REIOs).

The Regional Office supports regional policy dialogue on food security, agriculture and rural development issues, facilitates the emergence of regional partnerships, and supports capacity development and resource mobilization for food security, agriculture and rural development in the region

### Reporting Lines

The Consultant will report to the Assistant Director-General/Regional Representative, RLC, and receive technical and functional guidance from the Head of the Office for Corporate Communication (OCC), based in Rome.

### Tasks and responsibilities

- Designs and implements an integrated regional communication strategy taking into account corporate priorities ;
- Coordinates the work of the Regional Communication network and supervises the elaboration of national plans of communication at sub-regional and country levels in the region;
- Supervises the work of publications (books, brochures and leaflets) produced in the region, as well as the work of the Regional Publications Board;
- Provides guidance, support and monitoring to the work of communication specialists throughout the region;
- Develops communication products and services to support regional resource mobilization and partnership strategies;
- Maintains close working relations with regional media representatives, including print, broadcast and digital media, ensuring the timely preparation of press releases, editorial articles, press conferences, interviews of FAO experts, replies to specific enquiries from journalists, etc.; monitors regional print, broadcast and on-line media coverage of FAO and report on issues of importance to the Organization;
- Coordinates and provides support to FAO Representatives in organizing outreach and promotion activities (World Food Day, celebration of International Years, international campaigns, Goodwill Ambassadors, etc.);
- Manages, maintains and develops the Regional Office website and provides support to sub-regions and country offices to develop their own national webpages, and promotes, strengthens and monitors activities related to FAO's profile and presence in social media channels and networks in the region (through Twitter, You Tube, Flickr, and similar channels of communication);

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### CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

#### Minimum Requirements

- University degree in journalism, communications or equivalent, supplement by advanced university degree in any development related field.
- Seven years of relevant experience in corporate communication, public information, journalism, international relations, media relations at national, regional or international arena.

- Working knowledge of English and Spanish.

#### **FAO Core Competencies**

- Results Focus
- Teamwork
- Communication
- Building Effective Relationships
- Knowledge Sharing and Continuous Improvement

#### **Technical/Functional Skills**

- Experience in developing and managing communication strategies in public and/or private organizations;
- Extent and relevance of experience in journalism and public information;
- Extent and relevance of experience in drafting high-quality written materials for a wide variety of audiences;
- Experience in the use of Internet and social networks as a communication tool;
- Knowledge of and contacts with media in the Region and experience in interacting with journalists;
- Demonstrated writing and reporting skills in English and Spanish;
- Understanding of FAO policies and programmes is considered an asset

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Please note that all candidates should adhere to *FAO Values of Commitment to FAO, Respect for All and Integrity and Transparency*.

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#### **ADDITIONAL INFORMATION**

- All applications will be reviewed and qualified applicants will be contacted for interviews.
- FAO does not charge a fee at any stage of the recruitment process (application, interview meeting, processing).
- Incomplete applications will not be considered. If you need help, or have queries, please contact: [iRecruitment@fao.org](mailto:iRecruitment@fao.org)
- Applications received after the closing date will not be accepted.
- Only language proficiency certificates from UN accredited external providers and/or FAO language official examinations (LPE, ILE, LRT) will be accepted as proof of the level of knowledge of languages indicated in the online applications.
- For other issues, visit the FAO employment website: <http://www.fao.org/employment/home/en/>

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#### **HOW TO APPLY**

To apply, visit the iRecruitment website at <http://www.fao.org/employment/irecruitment-access/en/> and complete your online profile. Only applications received through iRecruitment will be considered.

Candidates are requested to attach a letter of motivation to the online profile.

Vacancies will be removed from iRecruitment at 23:59 Central European Time (CET) on the deadline for applications date. We encourage applicants to submit the application well before the deadline date.

If you need help, or have queries, please contact: [iRecruitment@fao.org](mailto:iRecruitment@fao.org)

**FAO IS A NON-SMOKING ENVIRONMENT**