



Issued on: 13 October 2017

Deadline For Application: 27 October 2017

**JOB TITLE:** YPARD Communications and network mobiliser

**TYPE OF CONTRACT:** PSA.SBS

**DUTY STATION:** Rome, Italy

**ORGANIZATIONAL UNIT:** AGDG

**DURATION:** 11 months

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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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YPARD is seeking a dynamic, flexible, independent and innovative communications and network mobiliser

The mission of Young Professionals for Agricultural Development (YPARD) is to serve as a global platform through which young professionals can express their ideas and realize their full potential towards a dynamic agricultural research for development. It facilitates the exchange of information and knowledge among young professionals across disciplines, professions, age and regions; broadens opportunities for young professionals (YPs) to contribute to strategic agricultural policy debates at global, regional, national and local level; promotes agriculture among young people and facilitates access to resources and capacity building opportunities. YPARD is hosted by the Global Forum for Agricultural Research (GFAR) which is hosted by the Food and Agriculture Organization of the United Nations (FAO).

The communications and network mobiliser is responsible for the overall communications of the network and engaging and mobilising the network. While the network is large, the staff team is small and thus the officer must be creative and flexible when faced with challenges and opportunities. We are seeking someone who can be proactive while at the same time responding and adapting to the different needs and priorities of a diverse network.

In particular, the incumbent has the following roles and responsibilities:

#### Website Management

- Maintain the strategy for a world-class interactive and dynamic website, fundraise for and implement the Website Revamp plan
- Develop innovative, web based events for YPARD members using a range of multimedia;
- Provide opportunities for and support members and representatives to implement regional and national online events;
- Increase the number of active members in the network and visibility of the network;
- Create linkages with other organisations for more dynamic and greater reach of online content.

#### Communications Management

- Maintain the YPARD Communications strategy, standards and ensure adherence within the global community;
- Manage the monthly e-newsletter, obtaining stories and information from regional representatives and members;
- Provide support for regional reporting and communications;
- Coordinate the YPARD Global DGroup, updating the contents and delegating responsibilities for discussions;
- Support the development of YPARD as a hub for youth and agriculture organisations through linkages and collaborations with other organisations;
- Provide support to the four YPARD regional coordinators in managing their regional websites, communications and knowledge plans.
- Develop concept notes in support of communications activities tailored to specific donors;
- Implement the Local Media Outreach capacity development webinar series
- Develop concept notes for funding wider communications initiatives and seek additional funding where possible.
- Support to the director on the strategic development of the organisation
- Guidance and support on content development and official documentation
- Identify potential individuals from the network for attendance at events and high profile positions, representing the network
- Attend meetings or events on behalf of the YPARD director where s/he is unable to attend
- Guide consultants for web based, graphic design services and web and communications support

#### Monitoring and Evaluation

- Oversee the development of monitoring and evaluation for web and communications and work in collaboration with the director on the global strategy;
- Collect and report on indicators for reporting requirements to donors

#### Administration

- Offer support in organising workshops and meetings;
- Offer support in organising the submission and clearance of Letters of Agreement;

The communications and network mobiliser reports to the YPARD Director and will provide additional support to the director where required

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## CANDIDATES WILL BE ASSESSED AGAINST THE FOLLOWING

### Minimum Requirements

- University degree in agriculture, agribusiness, international development or related field
- 3 years of relevant experience in development or agricultural related organizations
- Working knowledge of English (proven ability to write articles and reports);

### FAO Core Competencies

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

### Technical/Functional Skills

- Experience in organising online events and mobilising online communities;
- Understanding of International Agricultural Research and Development issues;
- Capable to work independently and able to deliver with respect to deadlines
- Knowledge and passion around issues of youth and agriculture;
- Experience working with and mobilizing volunteers

### Selection Criteria

- The applicant is expected to be a member of YPARD and believe in YPARD's youth led mission

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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)

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