From: Vacancy [vacancy@unfpa.org]
Sent: Wednesday, February 13, 2013 3:09 PM
To: allunfpastaff@unfpa.org; HRoutreach.group@unfpa.org
Subject: Vacancy Announcement - Job ID 2183 - Communication and Advocacy Adviser, Technical Division, P5

We are pleased to announce the following vacancy:

VACANCY NO.: Job ID 2183

CLOSING DATE: 27 February 2013 (5.00 p.m. New York time)

POST TITLE: Communication and Advocacy Adviser

CATEGORY: ICS-12 (equivalent to P-5)

POST NUMBER: 78493

DUTY STATION: New York

POST TYPE: Non-Rotational

DURATION: One year (renewable)[i]

ORGANIZATIONAL UNIT: Commodity Security Branch, Technical Division

ORGANIZATIONAL LOCATION:

The post is located in the Commodity Security Branch of the Technical Division and reports directly to the Chief of CSB. The Adviser is a member of the CSB team and will work in close collaboration with other communication personnel from other units in UNFPA. The Chief of CSB gives strategic guidance and provides performance assessment. S/he is the key adviser in CSB for communication and advocacy within Reproductive Health Commodity Security and Family Planning. The Technical Adviser works in an integrated, coordinated and systems strengthening environment, which is fundamental to the Technical Division and UNFPA overall.

JOB PURPOSE:

The Communication and Advocacy Adviser provides strategic technical leadership, advice and guidance in her/his area of expertise to (a) ensure that the ICPD Programme of Action in RHCS area is firmly placed in post-2015 global development agenda; (b) support communication and the implementation of the GPRHCS II at the global level, (b) ensure increased UNFPA visibility in the area of family planning and RHCS globally, and (c) promote internal communication in accordance with the global communication strategy.

Responsibilities of the Communication and Advocacy Adviser include: influencing the RHCS/FP policy agenda through evidence based advocacy; advocating for RHCS/FP needs and gaps and provide strategic support in communication and advocacy for sustainable RHCS/FP at global and country levels; supporting global partnerships on RHCS/FP; and, providing leadership to ensure evidence building and knowledge sharing for effective policy dialogue related to RHCS/FP.

In all activities, s/he fosters collaboration within TD, working closely with the WRH cluster and Adolescent and Youth cluster, as well as with IERD and the Media and Communications Branch, with the Programme Division, including Humanitarian Response, with Regional Offices, and with the UNFPA Technical network, ensuring the timeliness, adequacy and relevance and quality of substantive outputs.

KEY RESPONSIBILITIES AND EXPECTED RESULTS:

A. Strategic Support:

- Scan the substantive environment and maintain feedback loops on technical issues with the Programme Division PSRD and ESP branches, Regional and National technical staff in order to identify RHCS/FP communication and advocacy gaps and needs.

- Develop and implement communication and advocacy action plans to support GPRHCS Phase II and the Family Planning Strategy implementation and support selected Country Offices to formulate their communication and advocacy action plans related to GPRHCS II and implementation of the FP strategy.

- Develop RHCS/FP communication and advocacy related indicators, tools and guidance;

- Identify and provide advice on UNFPA's comparative and substantive role in RHCS/FP and specific contribution in the changing development agenda;

- Provide cutting edge technical advice to the Division Director and Senior Management of UNFPA.

- Develop a global advocacy strategy to strengthen RHCS/FP, increase long-term donor commitments and widen fiscal space for SRH at country level.

B. Results-Based Management

- Lead in strengthening information exchange and communication on RHCS/FP between country, regional and global offices by integrating RHCS/FP into the existing communication governance and standards, policies and protocols;

- Ensure incorporation of evaluation results, lessons learned and new knowledge in the updating of specific RHCS/FP policy, advocacy and business development strategies, policies, tools and approaches;

- Conceptualize, develop, manage, monitor and be accountable for GPRHCS II components related to advocacy;

- Support communication and advocacy efforts with global partners such as the RH Supplies Coalition, UN Commodities Commission and other multi-and bilaterals, technical agencies and foundations and develop joint RHCS initiatives and approaches for UNFPA global leadership in this area

C. Capacity Building

- Coordinate and lead communication and media activities to support CSB, Regional Offices and countries to effectively implement communication and advocacy activities related to GPRHCS II and FP strategy as well as to contribute in building capacity of selected country offices in adequate reflection of the UNFPA achievements around key priorities related to GPRHCS II and FP strategy;

  - Promote effective internal communication across the organization to keep staff informed about organizational changes and updates related to GPRHCS and FP strategy implementation as well as global initiatives;

  - Manage partnerships and collaborations with other UN agencies, including in the context of the UNDG

  - Coordinate the UNFPA network in RHCS, maintaining communication and feedback loops on all substantive work;

  - Coach and manage junior professional staff and associates, direct expert consultants and facilitate working groups and task teams

D. Evidence and Knowledge Development and Dissemination

- Lead the analysis and synthesis of trends and research findings in the Policy, Advocacy and Business Development areas for RHCS in order to produce cutting edge technical knowledge;
- Identify, analyze, and synthesize state-of-the-art technical knowledge and evidence and ensure its transfer to improve the effectiveness of UNFPA operations;
- Ensure that evidence, technical knowledge and analysis of lessons learned are collected, managed, disseminated and available for application in UNFPA operations, in collaboration with the Programme Division, the Regional Offices, and UNFPA technical network
- Establish and oversee the CSB web news portal, ensuring timely, accurate and comprehensive content based information provided by regional, sub-regional and country offices;
- Support information and knowledge gathering, processing and sharing on UNFPA's best practices, both internally and externally, with partner organizations and key audiences;
- Advise the Chief of CSB on the best opportunities and means to enhance visibility for UNFPA on GPRHCS and the FP strategy key issues, support UNFPA's capacity to advocate for rights-based comprehensive FP and commodity security and build strategic alliances at the global level, regional and country levels;

E. Technical Representation

- Represent UNFPA on RHCS, elaborate UNFPA's global perspective, and advocate for RHCS issues in international, inter-governmental, U.N., and other policy and technical meetings and fora

- Collaborate with UN agencies, academia, research and training institutions, professional societies, and act as focal point for inter-agency working groups in the substantive area
- Monitor relevant global, regional and national news media to identify trends in RHCS and perspectives to effectively position UNFPA media outreach, and responding appropriately to misinformation or misrepresentation;
- Establish and maintain close working relationships with senior and other relevant representatives of the media, including editors and regional correspondents of influential news organizations with a regional or global impact, as well as editors and reporters of key programme country news organizations, to generate positive reporting on UNFPA's work;
- Develop and maintain collegial relationships with media and communication counterparts from UN agencies, UN Information Centres, NGOs and other partners to enhance cooperation and to ensure coherence in public information activities and messages;
- Work closely with ROs and MCB/HQ, to create synergies between CSB communication activities and other regional and HQ-led efforts such as fundraising and global campaigns.
- Write and review the content of press releases, opinion pieces and other media products;

- Any other duties as directed by the Chief of CSB.

Work Relations

External partners include UN agencies, donor and programme countries, international organizations including FP 2020 initiative, the RH Supplies Coalition, Centers of Excellence, foundations both US based and global, IGOs such as IPPF, NGOs, Academia, and Research Institutions, professional associations, and international experts. The Communication and Advocacy Adviser is key focal point to promote UNFPA role in advancing universal access to rights-based family planning and RH commodities among external partners and stakeholders

Internal partners include Division Branch Chiefs, M&E Adviser, staff in the Programme Division and as well as communication advisers and focal points in Regional and Sub-Regional offices in promoting UNFPA role in the substantive area, support knowledge sharing; establishing effective functional links for the exchange of lessons learned and documentation of success stories.

CORE COMPETENCIES:

-Values/Guiding Principles
-Developing People
-Personal Leadership and Effectiveness
-Building and Managing Relationships

FUNCTIONAL COMPETENCIES:

-Creating visibility for the organization
-Global leadership and advocacy for ICPD goals
-Organizational awareness
-Job knowledge/Technical expertise
-Internal communication and knowledge-sharing

QUALIFICATIONS:

- Advanced university degree in the field of Journalism, Mass Communication, Public Relations.
- 10 years of relevant experience in media/communication, advocacy, public relations or public information, at least a total of five years of which must be in the field of public relations or information experience and 7 years at the international level.
- Experience in providing advice to senior leaders in all matters relating to media, communications, advocacy and public information.
- Experience in developing advocacy campaigns and producing and communicating information aimed at influencing public perceptions.
- Demonstrate experience in RHCS/FP.
- Proficiency in English is required. Working knowledge of French would be an asset.
- Excellent interpersonal and negotiation skills as well as managerial skills required.
- Ability to work and communicate well under tight deadlines

UNFPA provides a work environment that reflects the values of gender quality, teamwork, respect for diversity, integrity and a healthy balance of work and life. We are committed to maintaining our balanced gender distribution and therefore encourage women to apply.

We offer an attractive remuneration package commensurate with the level of the position. The package includes a competitive salary plus housing allowance, home leave, health insurance and other benefits.

How to Apply:

UNFPA has established an electronic application management system. This allows applicants to create a candidate profile, which can be updated regularly and submitted for more than one vacancy.

Download the Step by Step Guide to Applying in the E-Recruit System of UNFPA at http://www.unfpa.org/employment/application_guide.doc.

Please print out the Guide for your reference during the registration and application process.

Notice: There is no application, processing or other fee at any stage of the application process. UNFPA does not solicit or screen for information in respect of HIV or AIDS and does not discriminate on the basis of HIV/AIDS status.

Notice to applicants: In accordance with the rules of the United Nations, persons applying to posts in the international Professional category, who hold permanent resident status in a country other than their country of nationality, are required to renounce such status upon their appointment. Exceptions to this rule are very limited and can be made only for: (a) stateless persons; (b) newly appointed staff members who have applied for citizenship by naturalization, when such citizenship will be granted imminently; (c) acting staff members in the General Service and related categories with permanent residency status, on promotion to the Professional category; (d) staff members appointed under a temporary appointment. Please understand that UNFPA is not in a position to provide advice on or assistance in applying for any citizenship.

This is a project-funded post.

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[i] No expectancy of renewal in accordance with UN Staff Regulations 4.5