



VACANCY ANNOUNCEMENT

SUSTAINABLE DEVELOPMENT MECHANISMS (SDM) PROGRAMME

Strategy and Policy Development (SPD) Sub-programme

VACANCY ANNOUNCEMENT NO:	VA 13/003/SDM
PUBLICATION/TRANSMISSION DATE:	10 January 2013
DEADLINE FOR APPLICATION	08 February 2013
TITLE AND GRADE:	Communications Officer, P-3
POST NUMBER:	CDM-2933-V520-P3-002
INDICATIVE ANNUAL SALARY:	US\$ 56,091 to 62,803 net (without dependents) US\$ 60,091 to 67,387 net (with dependents) (plus variable post adjustment, currently 49.2% of net salary) plus other UN benefits and pension fund
DURATION OF APPOINTMENT:	One and a half years, with possibility of extension
DUTY STATION:	Bonn, Germany
EXPECTED DATE FOR ENTRY ON DUTY	As soon as possible

Background

The United Nations Framework Convention on Climate Change (UNFCCC) is the focus of the political process to address Climate Change. The Convention secretariat supports the Convention and its Kyoto Protocol by a range of activities, including substantive and organizational support to meetings of the Parties.

The Sustainable Development Mechanisms (SDM) Programme supports the implementation of the Kyoto mechanisms, the Clean Development Mechanism (CDM) and Joint implementation (JI). The Services and Management Support (SMS) unit provides general oversight, administrative support and guidance to SDM.

Responsibilities

Under the general guidance of the Manager (SMS) and the direct supervision of the Team Lead the incumbent contributes to the programme's communication and outreach activities. In particular the incumbent will:

1. Develop pro-active media, communication and outreach strategies and plans related to specific programmes and projects identified in CDM and JI communication and outreach strategies; monitor and analyse the impact of the strategies/action plans.
2. Identify, produce or oversee production of well-targeted information/communication and public awareness products (e.g. articles for publication, presentations, speeches, press releases, booklets, brochures, backgrounders, press kits) to enhance awareness and understanding about the Kyoto Protocol market-based mechanisms – CDM and JI.
3. Undertake activities to promote participation in, and media coverage of, the Kyoto Protocol market-based mechanisms, including determining participants, target audiences, timing and location (e.g. through photo/video contests, communication and outreach projects with national implementers, activities in support of major events, press conferences, interviews, seminars).

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4. Develop and maintain working partnerships with relevant organizations/agencies, media outlets and mechanism stakeholders to raise awareness about, enhance understanding of, and increase participation in the Kyoto Protocol market-based mechanisms.
5. Design and implement systems to monitor and assess stakeholder opinion, identify issues and trends, and advise management on appropriate measures, including contributions to public and private sector studies/analyses/commentaries that shape the public image of the Kyoto Protocol market-based mechanisms.

Essential Requirements

(Only candidates who meet the requirements stated below will be considered.)

Education: First level university degree in mass communication, journalism, public relations or international relations.

Experience: At least five (5) years of progressively responsible experience in journalism, communication or public relations of which two (2) years at international level.

Specific professional knowledge and job-related skills:

Strong communication research and analytical skills. Up-to-date knowledge of environment and climate change topics and issues. Highly developed communication skills (written and oral). Thorough knowledge of the full range of communication approaches, tools and methodologies.

Language requirements: Fluency in written and spoken English is required. Working knowledge of another UN language is desirable.

Expected competencies

Professionalism: The capacity to identify problems/issues and participate in their resolution. Ability to establish priorities and to plan, coordinate and monitor own work plan.

Commitment to Continuous Learning: Willingness to keep abreast of new developments in their field of work.

Communication: Ability to provide thorough, well-reasoned contributions to documents and papers.

Technological Awareness: The capacity to make effective use of required computer software and other equipment relevant to the post.

Teamwork: Good interpersonal skills and ability to establish and maintain effective working relations in a multi-cultural organization.

To apply

Candidates whose qualifications and experience match the requirements for this position, should use the on-line application system available at <http://unfccc.int/secretariat/employment/recruitment>.

Please note:

1. **Qualified women candidates and candidates from developing countries are especially encouraged to apply.**
2. **Service is limited to the UNFCCC Secretariat.**
3. **We will confirm receipt of your application. However, only candidates under serious consideration and contacted for an interview will receive notice of the final outcome of the selection process.**