



Call for Loan of Expert to the United Nations Climate Change Secretariat Bonn

Loan of Expert

The United Nations Climate Change Secretariat (UNFCCC) is seeking the non-reimbursable loan of the following Expert from Parties or other organizations for an initial period of one year through its Non-Reimbursable Loan (NRL) programme.

Functional Title:	Speechwriter
Duration:	12 months, with possibility of extension
Date required:	July 2018 to July 2019
Duty Station:	Bonn, Germany
Organizational Setting:	Communications and Outreach Programme, UNFCCC

Responsibilities

Under the guidance of the Spokesperson, the Expert will perform the following duties:

- ✓ Researches and writes complete speeches, statements, video scripts and other speaking notes for the Executive Secretary, the COP President and other UNFCCC officials and senior secretariat programme staff, as well as the UN Secretary-General, as required.
- ✓ Monitors and analyses current events, public opinion and press, identifies issues and trends and advises on appropriate actions and responses.
- ✓ Plans, manages and evaluates public communication campaigns that promote public understanding and media coverage of UNFCCC activities, events and views.
- ✓ Produces and oversees production of other communications products (e.g. press kits, press releases, feature articles, speeches booklets, brochures, backgrounders, audio-visual materials, radio spot programme, etc)

Qualifications & Requirements

Academic: Advanced university degree (master's degree or equivalent) in communication, journalism, international relations or related field. A first level university degree in combination with quality experience may be accepted in lieu of the advanced university degree.

Experience: At least five years of progressively responsible experience in public information, journalism, international relations that includes evidence of the use of the full range of communication approaches and tools, evidence of regular production of quality written content in a professional field for the use of senior level representatives or influential publications. Expertise on climate change and/or environmental issues is a bonus.

Languages: Fluency in written and oral English is required. Working knowledge of other UN official languages is an advantage.

Submissions by Potential Donors

Parties and other organizations may provide the Personal History Profiles (UN Form P.11) of candidates for consideration by UNFCCC by e-mail to Mr. Andreas Lange (ALange@unfccc.int) with a copy to vacancies@unfccc.int. Candidates must be proposed by their own Government or organization and may not apply directly.

Deadline for submissions: 31 May 2018.