

CALL FOR PROPOSAL FOR CONSULTANCY

INTERNATIONAL CONSULTANT – Communication and Information (CI) Expert

Terms of Reference

Functional Title: International Communication and Information Expert

Organizational unit: UNESCO Juba Office

Duty Station: Juba, South Sudan

Duration of the contract: 6 months (July to December 2017)

Deadline for proposal /application: 19 June 2017

Date of Joining: As soon as possible

Background:

As part of UNESCO Juba Office's on-going initiatives in the Communications and Information (CI) sector in South Sudan, a Communication and Information (CI) Consultant is required to closely coordinate and ensure smooth implementation of the ongoing projects including (i) Support to media development and freedom of expression initiatives in South Sudan project; (ii) Strengthening Radio Pluralism in South Sudan project and; (iii) Towards Creating conditions for sustainable development and peace through support to universal access and preservation of information, enhanced ICT skills open solutions project.

The Consultant will also be required to provide overall support to the CI Programme, which is being developed and implemented in close collaboration with the media stakeholders, development partners and Ministry of Information (MOI), South Sudan and includes providing technical assistance and support to media legislation, media development for peace-building initiatives, training of Ministry officials in public relations, and increasing access to information for various stakeholders.

Assignment:

Under the overall authority and direct supervision of the Head of Office, UNESCO Juba Office, and in close collaboration with the CI Adviser in the Nairobi Office and Headquarters in Paris, France, the incumbent shall undertake the following responsibilities:

1. Coordinate the implementation of the activities and provide technical assistance in organizing, planning and facilitating seminars, workshops and training courses.

2. Working closely with the project partners, including line ministries and implementing partners, oversee and guide the work of the partners for content development, and support in implementation and stakeholder consultation process to review and finalize content and core messages.
3. In collaboration with the project partners, support in designing and facilitating trainings/workshops and capacity-building activities for identified target-stakeholders, including journalists and MOI officials, through an inclusive and sustainable implementation strategy.
4. Assist in the development of training materials and programme for the workshops
5. Identify, invite and coordinate the participation of international and national experts for implementation of project activities.
6. Prepare project progress and monitoring reports.
7. Coordinate the implementation of the projects funded under the SIDA project that include capacity building of journalists, implementation of the UN Action Plan on the Safety of Journalists and the Issue of Impunity, and organization of seminars and workshops on Freedom of Expression targeting Government, Policy Makers and media associations.
8. Coordinate the thematic working group on media development which is co-led by MoI and AMDISS
9. Oversee the quality of the project deliverables by the implementing partners;
10. Carry out necessary administrative tasks to organize, implement and follow-up activities according to UNESCO's rules, procedures and formats;
11. Based on technical assessments, draft areas for expansion of the project and the resource needs.
12. Attend project-related meetings and activities arranged both by UN agencies, NGOs and Government counterparts, as required.
13. Undertake missions to facilitate workshops and oversee on-site implementation of activities

Expected deliverables:

- i.) Monthly progress reports, which provide a) updates of the consultant's contributions of technical assistance, b) reports of concluded activities/technical capacity building meetings including any recommendations for follow up action.

Fees:

Equivalent to mid-level consultant rates per UNESCO rules and regulations, based on background and experience.

Qualifications/Requirements:

Education: Advanced degree in journalism, media and communication, international relations, or a related field.

Language: Excellent written and spoken English.

Experience: At least 5-7 years of working experience with program review, coordination and reporting related to media development, peace building and freedom of expression; proven ability to work efficiently under pressure, deliver within the given timeframe and in a multi-cultural environment. Previous work experience in a UN organization is highly desirable.

Competencies:

- Excellent interpersonal and communication skills, result-oriented and ability to work independently.
- Capacity to work under tight deadlines combining good teamwork spirit along with strong ability to take initiative and ability to maintain effective working relationship with people of different nationalities and cultural backgrounds.
- Sensitivity to the cultural context of the country, and the capacity to understand the social-political dynamics of the South Sudan transition.
- Excellent communication skills, both written and spoken in English.
- Good computer and IT skills and experience in the usage of office software packages.

Apply To:

Interested applicants are invited to submit the following with a cover letter (in English and referencing “Communication and Information (CI) Expert” by 19 June 2017.

- (a) An up-to-date curriculum vitae;
- (b) A statement indicating how their qualifications and experience make them suitable for the assignment;
- (c) An indication of the approach he/she would adopt to carry out the assignment.
- (d) The overall cost of the assignment, expressed as an overall lump-sum.

By e-mail:

E-mail to: j.recruitment@unesco.org

By post to:

UNESCO Juba Office
Tongping
P. O. Box 649
Juba -Republic of South Sudan

Only short-listed applicants will be contacted.