

Job Title: Project Officer (Communication and Advocacy)

Post Number : 1CAUIS0066PA

Grade : P-3

Parent Sector : UNESCO Institute for Statistics (UIS)

Duty Station: Canada

Job Family: Communication and Information

Type of contract : Project Appointment

Duration of contract : 1 year

Recruitment open to : Internal and external candidates

Application Deadline (Midnight Paris Time) : 20-DEC-2021

UNESCO Core Values: Commitment to the Organization, Integrity, Respect for Diversity, Professionalism

Duration of contract: initially 1 year, with possibility of extension subject to availability of funds and satisfactory performance

OVERVIEW OF THE FUNCTIONS OF THE POST

The UNESCO Institute for Statistics (UIS) is the statistical office of UNESCO and is the UN depository for global statistics in the fields of education, science, technology and innovation, culture and communication.

The UIS is the official source of internationally comparable data used to monitor progress towards the Sustainable Development Goal on education. The UIS is the official source of SDG 4 Global and Thematic Frameworks, SDG target 9.5 and SDG 11.4.1. and hosts and co-chairs the Technical Cooperation Group on the indicators for SDG 4.

The UIS was established to improve UNESCO's statistical programme and to develop and deliver timely, accurate and policy-relevant statistics needed in today's increasingly complex and rapidly changing social, political and economic environments. The UIS collects, collates and curates education, science and culture data and provides free access to data for UNESCO countries and regional groupings from 1970 to the most recent year available. Within the mandate of strengthening SDG reporting, the UIS has supported regions and countries in developing benchmarks for selected SDG 4 indicators and region-specific education indicators; and, under the leadership of the African Union, is responsible for reporting against the CESA framework. The UIS is developing a Global Education Observatory (GEO), with the vision of providing Member States and the international community with a gateway to education-related data that fulfils the need of national, regional and global stakeholders for easy access to information for decision making, which responds flexibly to short, medium and long-term priorities.

As part of its strategy for collaboration, brokerage and the generation of public goods the UIS has worked with UNICEF, World Bank, OECD and the GEMR on the Joint Survey of national education responses to COVID 19 and is developing resources to support the monitoring of commitments for Mission: Recovering Education 2021.

PURPOSE

The incumbent ensures the ongoing development and implementation of strategies designed to improve the visibility, promotion and use of UIS data. Core results include:

- Improved dissemination, visibility and use of UIS data among targeted groups of data users
- Best practices applied in terms of statistical publishing with specific focus on open data initiatives
- Wide variety of data visualization products to widen use of UIS data among different audiences (technical, policy-oriented, advocacy, media, etc)
- Cost-efficient and effective measures in place to produce high quality statistical outputs

- Measures and strategies in place to safeguard UIS reputation
- Alignment between the mandate and services offered by the UIS and the wider statistical and development community.

MAIN RESPONSIBILITIES AND TASKS

- Assure the finalisation and proper implementation of the UIS Communication strategy, in order to develop the visibility of the UIS with a view to extending partnerships;
- Develop and implement a communication plan with clear benchmarks to support the new partnerships building for resource mobilization;
- Ensure good daily communication of information relating to the execution of the UIS work plan including events to potential partners and other stakeholders;
- Produce a range of communication and advocacy materials for an accessible non-technical audience (press releases, website texts, feature stories, brochures, posters, infographics and other audio-visual materials) and support their dissemination (electronic and print) at the national, regional and global levels;
- Identify and work with relevant media organizations and networks in Canada and at the international level to make sure UIS activities are made visible; ensure media planning and outreach on key education and other major media moments;
- Supervise the work of the Communication Assistant of the Institute to align messages for a stronger positioning of UIS and to develop and implement social media campaigns to foster greater engagement;
- Propose targeted communication activities to increase the visibility of UIS' Projects and Programmes;
- Work with UNESCO Communication Officers at HQ as well as at regional and country levels to assure the visibility of UIS activities both globally and in the field;
- Perform any other task related to communications as required.

COMPETENCIES (Core / Managerial)

Communication (C)

Accountability (C)

Innovation (C)

Knowledge sharing and continuous improvement (C)

Planning and organizing (C)

Results focus (C)

Teamwork (C)

Professionalism (C)

For detailed information, please consult the [UNESCO Competency Framework](#).

REQUIRED QUALIFICATIONS

Education

- Advanced university degree (Masters or equivalent) in communication, development studies, public policies, business administration, international relations, journalism or other social science disciplines.

Work experience

- At least 4 years of relevant professional experience in the development and implementation of Communication Strategy and related work, of which 2 preferably acquired at the international level.
- Experience in designing interactive data visualization products and other products designed to engage users in statistical storytelling.
- Proven experience in handling data requests from media.

- Proven experience in advising on politically sensitive issues arising over the interpretation and use of international data.
- Experience of communication in a development context.

Skills/competencies

- Excellent writing skills;
- Advanced computer skills including SEO, analysis and the ability to lead publication and graphic design (Adobe Photoshop, Illustrator);
- Experience and knowledge of media strategy development;
- Experience and knowledge of new technologies and excellent knowledge of social media tools;
- Creative and innovative;
- Good interpersonal and networking skills with a proven ability to work across organizational boundaries in a multicultural environment with sensitivity and respect for diversity;
- Experience and ability to work independently and effectively, with sensitivity across barriers such as language, culture and distance;
- Experience working in media for advocacy purposes and working with data for communications;
- Strong understanding of current affairs, international affairs.

Languages

- Excellent knowledge of English.

DESIRABLE QUALIFICATIONS

Work Experience

- Proven experience in the production of diverse communication tools and materials in the field of statistics;
- Knowledge of web-communication Technologies;
- Professional experience in statistical publishing with a specific focus on the production and promotion of data visualization products, analytical and technical reports, and other data products related to UNESCO's fields of competence as well as proven results in developing a coherent approach to disseminating data and related products among technical and general audiences of data users.
- Experience in digital product development, including content and requirements analysis, and project definition documents;
- Knowledge of statistics;
- Experience in working with UN partners, including UNESCO National Commissions, Ministries of Education, UN agencies, inter-governmental organizations, development banks, teacher education and higher education institutions, and civil society organisations on similar teacher education reform projects.

Skills and competencies

- Knowledge of UNESCO's education conventions and global priorities and UN administrative procedures.

Languages

- Good working knowledge of French and/or Spanish.

BENEFITS AND ENTITLEMENTS

UNESCO's salaries consist of a basic salary and other benefits which may include if applicable: 30 days annual leave, family allowance, medical insurance, pension plan etc.

For full information on benefits and entitlements, please consult our Guide to Staff Benefits.

SELECTION AND RECRUITMENT PROCESS

Please note that all candidates must complete an on-line application and provide complete and accurate information. To apply, please visit the UNESCO careers website. No modifications can be made to the application submitted.

The evaluation of candidates is based on the criteria in the vacancy notice, and may include tests and/or assessments, as well as a competency-based interview.

UNESCO uses communication technologies such as video or teleconference, e-mail correspondence, etc. for the assessment and evaluation of candidates.

Please note that only selected candidates will be further contacted and candidates in the final selection step will be subject to reference checks based on the information provided.

“UNESCO recalls that paramount consideration in the appointment of staff members shall be the necessity of securing the highest standards of efficiency, technical competence and integrity. UNESCO applies a zero-tolerance policy against all forms of harassment. UNESCO is committed to achieving and sustaining equitable and diverse geographical distribution, as well as gender parity among its staff members in all categories and at all grades. Furthermore, UNESCO is committed to achieving workforce diversity in terms of gender, nationality and culture. Candidates from non- and under-represented Member States are particularly welcome and strongly encouraged to apply. Individuals from minority groups and indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with the highest level of confidentiality. Worldwide mobility is required for staff members appointed to international posts.”

“UNESCO does not charge a fee at any stage of the recruitment process”.