

# TERMS OF REFERENCE VACANCY ANNOUNCEMENT VN NUMBER: DIP/POSS/037/2017

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<b>Organisation</b>	:	U.N.H.C.R.
<b>Job Title</b>	:	<b><u>SGBV Communications Campaign Consultant</u></b>
<b>Duty Station</b>	:	Home-Based
<b>Duration</b>	:	15 November 2017 to 15 May 2018
<b>Contract Type</b>	:	Individual Consultant
<b>Contract Level</b>	:	Level C
<b>Closing date</b>	:	<b>07 November 2017</b>

## **BACKGROUND:**

SGBV prevention and response remains at the core of UNHCR's protection mandate. In 2018, UNHCR plans to roll out a number of new internal tools that support staff and operations to continue taking accountable action to effectively programme for SGBV prevention and response activities.

## **OVERALL PURPOSE AND SCOPE OF ASSIGNMENT:**

The Consultant, working closely with the SGBV team and identified field operations, will support the development of a campaign supporting the roll out of several tools and products.

It is expected that at the end of the assignment the Consultant will have undertaken several rounds of consultations with key staff, units and operations. Within six weeks of hiring the Consultant is expected to deliver an initial research document into the context outlining practical recommendations, opportunities and angles for campaign development. This will include specific recommendations for launching a Plan of Action and the first campaign phase. At the end of the fifth month of the assignment the Consultant will deliver the draft strategic plan outlining key touch points and areas for campaign initiation and longer-term process.

**MONITORING AND PROGRESS CONTROLS (REPORT REQUIREMENTS, PERIODICITY, FORMAT, DEADLINES):**

(Report requirements, periodicity, format, deadlines)

a) The final product (e.g., survey completed, data collected, workshop conducted, research documents produced specify):

- Research document outlining the opportunities for engagement with global, regional and national level processes to enact further positive change.
- A strategic plan with actionable recommendations for implementing the research findings along different touch points. The plan should specify specific considerations for contextualisation, the design of key messaging, format, tools and methodology of different campaign stages and events.

b) Delivery Periodicity, as applicable:

- Research document within six weeks and the strategic plan after 5 months.
- The draft research document is expected after 1.5 months and the final research document after 3 months.
- The draft strategic plan is expected after 5 months and the final strategic document after 6 months.

c) Work on the basis of time employed      Yes  No

**QUALIFICATIONS AND EXPERIENCE REQUIRED:**

**Education:**

Basic or Advanced university degree (Master's degree or equivalent) in Communications, Organisational behaviour or similar. A first-level university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree.

## **Required Experience:**

- 13 – 18 years of relevant experience with basic university degree or between 11 – 16 years with a post graduate degree
- Desirable: 15 years of relevant experience in researching and conceptualising campaigns, social marketing, behaviour change programmes and media is required. Experience working with large organisations including Government, International Organisations, INGOs an asset.

## **COMPETENCIES:**

- Demonstrated project management skills.
- Demonstrated skills on conceptualising campaign ideas supporting processes of behaviour change through audience research.
- Demonstrated skills in developing campaigns for diverse and multi-cultural environments.
- Substantial demonstrated experience using multi-media and engaging the right tools for the audience.
- Knowledge of social sciences or related fields.
- Excellent consulting, writing, editing (photo/video/text), presentation and communication skills

## **LANGUAGE:**

- Excellent written and oral communication skills in English;
- Good working knowledge of another UN language (preferably French) desirable

## **TO APPLY:**

Qualified and interested applicants should submit the required documents listed below by e-mail to [HQDIPVAC@unhcr.org](mailto:HQDIPVAC@unhcr.org) referring in the subject to - Communication Campaign Consultant - DIP/POSS/037/2017:

- Letter of motivation, addressing each of the personal requirements in the vacancy notice;
- A concept note (max. 5 pages) and time line;
- Completed UN Personal History Form (P11) signed, including testimonials/degrees/certificates.
- The UN personal History Form is mandatory;
  - P 11 forms are available on [www.unhcr.org/recruit/p11new.doc](http://www.unhcr.org/recruit/p11new.doc)

- All application received without a P 11 will not be considered

**Only short-listed candidates will be contacted for interview.**

**APPLICATION MUST BE RECEIVED BY COB, Tuesday 07 November 2017**