



Post Title: **Public Information Officer**
Domain: Public Information Unit (PIU)
Post Number: **1ITSCPA040VC**
Grade: P-3
Organizational Unit: The World Academy of Sciences (TWAS)
Primary Location: Trieste, Italy
Recruitment open to: Internal and external candidates
Type of contract: Project Appointment
Deadline (midnight Trieste time): **14 January 2022**

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

OVERVIEW OF THE FUNCTIONS OF THE POST

The World Academy of Sciences (TWAS) aims at building scientific capacity in both research and education in developing countries. In order to achieve its mandate, TWAS implements programmes for high level education, research training, mobility, transfer of skills, rewarding scientific excellence, and science diplomacy.

Under the overall supervision of the Executive Director of TWAS, the incumbent will be responsible for:

- implementing the TWAS communication strategy for increasing the visibility of TWAS and other international organizations affiliated with the Academy.
- the development and production of all communication products and services for the organizations.
- providing communication support to the implementation of activities and programmes outlined in the TWAS Sixth Strategic Plan (SP6) 2021-2025 and TWAS mobility and research grant programmes supported by major donors, including Italy: Ministry of Foreign Affairs (MAECI) and International Cooperation and Italian Agency for Development Cooperation (AICS); Sweden's government agency for development cooperation (SIDA), Federal Ministry of Education and Research of Germany (BMBF) and The European Development Fund (EDF), UN Technology Bank for Least Developed Countries (UNTBLC) and Islamic Development Bank (IsDB).

The main responsibilities will consist of the following:

1. Apply the TWAS communication strategy to improve the Organization's visibility and other international organizations affiliated with the Academy: IAP (global network of science academies), IAMP (InterAcademy Medical Panel), OWSDW (Organization for Women Scientists in the Developing World) through the following:

- Coherently communicate the organizations' mandate, priorities, programmes and activities.
- Identify opportunities for partnerships with international organizations, universities, research centres, media and donors that are designed to raise the public awareness and impact of the organizations.
- Write communication projects to improve synergies between TWAS and the Academy's affiliated organizations through programmatic and communication links.
- Originate, write and review articles and papers on science and science-based development for a broad audience and submit them for publication to major journals, such as Science, Nature, and major news media.
- Provide support to conferences, projects and partnerships that showcase the accomplishments of scientists in developing countries and emerging economies.

2. Oversee the creation, development and production of all communication products and services for the organizations as well as ensure consistency with the TWAS communication strategy:

- Supervise electronic communications, including web portal.
- Edit and write articles for TWAS quarterly Newsletter.
- Write speeches for Executive Director and other TWAS officials.
- Prepare and edit research reports, booklets, brochures, exhibits and other promotional material.
- Assist in the production of materials for TWAS Council and the Executive Boards of the other organizations.
- Participate to the development of innovative communication projects launched solely by TWAS and/or in cooperation with the Academy's main partners in the developed and developing world. Evaluate the relative effectiveness of approaches chosen to reach the target audience and advise on the need for further coverage, mechanisms, approaches etc. Seek opportunities for collaboration with international organizations research centres and universities related to science and science-based development including books, electronic communications and films.
- Attend conferences and act as an observer for international and local press events and may be asked to prepare News briefs.
- Prepare statistics profiling activities relevant to the Centre's activities for submission to scientific councils and advisory boards.
- Additional activities that may be required to ensure the success of the work team.

COMPETENCIES

A successful candidate will be required to demonstrate the following competencies:

- Communication.
- Accountability.
- Innovation.
- Knowledge sharing and continuous improvement.
- Results focus.
- Planning and organizing.
- Teamwork.
- Professionalism.

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

REQUIRED QUALIFICATIONS

EDUCATION

- Advanced university degree (Master's degree or equivalent) in journalism, history, communications, and/or related fields.

WORK EXPERIENCE

- Four years of professional experience in the field of science writing and communications, of which preferably one year acquired at the international level.
- Proven working experience in communication and public relations.
- Proven working experience in building partnerships and networks with the media and civil society.

SKILLS/COMPETENCIES

- Excellent communication and drafting skills, including writing for the media and the Web.
- Excellent coordination, organization and planning skills.
- Thorough familiarity with electronic data processing, methods of exchange of information and communication via computerized systems.
- Possess a comprehensive knowledge of the scientific, technical and social challenges faced by developing countries and a broad understanding of scientific policies, especially in the developing world.
- Demonstrated skills in writing, editing, publishing, media relations and office management.

LANGUAGES

- Excellent level (written and spoken) of English.

DESIRABLE QUALIFICATIONS

WORK EXPERIENCE

- Minimum one year of professional experience in an international environment.

LANGUAGES

- Good level (written and spoken) of Italian.
- Knowledge of another official UNESCO language (Arabic, Chinese, French, Russian, 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 more information in benefits and entitlements, please consult [ICSC website](#) and [UNESCO's career website](#).

MORE INFORMATION

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.

Candidates must use the UNESCO's online application system which is accessible through the following links:

For current UNESCO fixed-term staff members: *UNESCO Intranet* > *Tools* > *HR Apps* > [Careers](#). If you are working remotely, you should connect to Careers portal through *connect.unesco.org*

For all other candidates: <https://careers.unesco.org>

For information: Personnel Office, Abdus Salam International Centre for Theoretical Physics, Strada Costiera, 11, 34151 Trieste, Italy. E-mail: personnel_office@ictp.it, phone: +39-040-2240-595/596/695

AN ASSESSMENT EXERCISE MAY BE USED IN THE EVALUATION OF CANDIDATES.