



SDG Communications and Advocacy Associate

Location:	Mbabane, Swaziland
Application Deadline:	25 September 2017
Type of Contract:	Service Contract
Position level:	SC 6
Starting Date:	1 st October 2017
Duration of Contract:	12 months (renewable annually based on performance)

BACKGROUND

The Government of Swaziland views Sustainable Development Goals (SDGs) as its overarching objective to eradicate poverty; a much-needed development framework for the country to take care of outstanding MDGs business, achieve its 2022 development vision, and improve social development. Swaziland aspires for sustainable development acumen working towards meeting the National Development Strategy, Vision 2022 (1997-2022) targets. In line with the ‘unfinished MDG business,’ the country articulates curbing the global and national financial and economic crisis impacts, through poverty reduction and quality service delivery guided by the National Programme of Action (2013-2018). The NAP also seeks to address high poverty and high unemployment triggered by the low investment in-flows and low resilience to shocks. In addition, this requires more robust institutions for better access to quality public services as well as increased national participation in development progressions. Effective and strategic communications help to ensure that transparency, accountability and wide ownership and engagement are achieved. The SDG based national planning, monitoring and reporting provides entry points for an integrated communications and programmatic approach to deliver on the SDG principle of leaving no one behind.

It is against this backdrop that UNDP seeks the services of an SDG Communications and Advocacy Associate to support with communication linking SDG work to GoS/UNDP outreach and advocacy.

OBJECTIVES

The purpose of the position is to support GoS/UNDP in its communication activities to develop and implement a content strategy to disseminate results, knowledge, experiences and lessons learned in the implementation of programme activities and SDG implementation. This will require closely following up the post 2015 development agenda discussions on various media platforms, researching development activities of think-tanks and development organizations and looking into publications, website, videos and materials to produce content that is relevant and available for development practitioners.

SPECIFIC TASKS

The SDG Communications Associate is expected to document flagship development stories showing results achieved, cover field missions, track changes of intervention, produce articles for the website and newspaper including information. Under the overall guidance of the Programme Analyst, and in close collaboration with RCO Communication Consultant as well as relevant UNDP staff members, the SDG Communications Associate is expected to support the following areas:

- Write and prepare stories, fact sheets, tweets and Facebook posts based on SDGs related programmes and experiences for messaging to multiple audience;
- Networking with think tanks and development research centres active around the SDs;
- Logistical and communication support in SDG related events;
- Support the production of contents for the GoS/UNDP website;
- Support the preparation of presentations, power points;
- Provide research and editorial support for documents, papers, reports etc;
- Plan and lead SDG advocacy and outreach initiatives;
- Maximize media outreach and contribute to the mobilization of strategic support for implementing SDGs;
- Build Knowledge Management around SDGs;
- Working with the UN Communications Group in Swaziland, identify areas of collaboration with other agencies to provide training support for local media personnel;
- Provide short, targeted training or on-the-job support with a view to make communication and story-telling an integral part of the program and project management;
- Other activities that may be required.

Results/ Expected Output

- An annual and quarterly digital media action plans are set up, implemented and monitored
- On the web space, UNDP/ SDG's voice is heard, key audiences reached and their engagement enhanced;
- Appropriate infographics and other digital materials are developed
Both on and off line communication actions plans in the office are supported during their implementation.

EXPERIENCE AND QUALIFICATIONS

The desirable applicant(s) should have the following qualifications and experience:

Education:

- University Degree in Communications, Journalism or Social Sciences (political science, international relations).
- Advanced training in journalism/communications/PR would be an asset.

Experience:

- 2-3 years of relevant experience at the national level in providing communication packages to promote the activities of international development organizations.

Competencies:

- Professional: Proven experience in Development Communications.
- Excellent writing and editing skills.
- Planning and Organizing skills: Plan and prioritize work activities to meet organisational goals and organise and oversee work processes efficiently to achieve quality results.
- Client Orientation. Ability to identify client's needs and appropriate solutions; ability to establish and maintain productive partnerships with clients.
- Display corporate commitment and direction: Work to promote UNDP's vision (and the wider UN System), mission, values and strategic goals to support the Government of Swaziland and mainstreaming SDGs into UN programmes.
- Computer skills, in particular mastery of all applications of the MS Office package and internet search.
- Experience in handling of web based management and ERP systems.

- Consistently approaches work with energy and a positive, constructive attitude.
- Remains calm, in control and good humoured even under pressure.
- Demonstrates openness to change and ability to manage complexities and has good interpersonal skills

Language Requirements:

Good command of English and knowledge and fluency in SiSwati.

SUBMISSION OF APPLICATIONS

Interested and qualified candidates may submit their applications together with an oriented achievement CVs marked “SDG Communications Associate” to the: **UNDP Resident Representative, UNDP 5th Floor Lilunga House, Somhlolo Street Mbabane** or by email to: registry.sz@undp.org Please include a completed and signed P11 form that can be found at: http://www.sz.undp.org/content/dam/swaziland/docs/documents/UNDP_SZ_P11.pdf The closing date for applications is on or before **25th September 2017**. Qualified female candidates and those living with disabilities are encouraged to apply.