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We are pleased to announce the following vacancy:

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VACANCY NO:	VA JID 2004 UNFPA APRO
CLOSING DATE:	21 June 2020
POST TITLE:	Humanitarian Communication Consultant
CATEGORY:	Individual Consultant Contract
DUTY STATION:	Home based.
DURATION:	50 work days over the period of 30 June to 15 December 2020

**Purpose of consultancy:**

APRO is seeking a consultant to produce communications and advocacy materials to showcase UNFPA's humanitarian preparedness and response work in the Asia-Pacific region, including the achievements of the Regional Prepositioning Initiative and the regional COVID-19 response. This will include publications, human interest stories and social media content that aim to:

- Raise awareness, among key target audiences, that investing in sexual and reproductive health and gender-based violence services in emergency preparedness and response is crucial and life-saving.
- Advocate for the increased prioritization of SRH and GBV in emergencies with partner governments and officials, donors and other partners.
- Demonstrate the value and impact investment in UNFPA's humanitarian work, and in particular the response to COVID-19 and the Regional Prepositioning Initiative.
- Increase visibility of UNFPA's humanitarian work and humanitarian partnerships.

**Background**

Asia and the Pacific is the most disaster-prone region in the world and faces on average 154 disasters annually. During the past five years, 690 million people across the region have been affected by disasters. The region faces a number of conflicts and protracted emergencies resulting in large refugee and displaced populations. With women and girls disproportionately bearing the impact of disasters and conflicts, UNFPA provides life-saving sexual and reproductive health assistance and prevents and responds to gender-based violence. UNFPA works with partners across the humanitarian-development-peace continuum so that every woman and girl affected by an emergency or crisis gets the protection and services she needs for her health and dignity. With a focus on preparedness, disaster risk reduction, strengthening humanitarian partnership and innovation, and building resilience of health systems and communities, UNFPA aims to fulfil the commitments made at the 2016 World Humanitarian Summit and to contribute to the achievements of the Sustainable Development Goals (2030 Agenda).

**Scope of work:**

The consultant will produce communications content to showcase UNFPA's humanitarian preparedness and response work in the Asia-Pacific region that can be used across multiple platforms and contexts. UNFPA APRO's humanitarian and communications teams will provide support and review the materials produced.

**Key deliverables include:**

By the end of the consultancy it is expected the consultant will deliver:

- A multimedia publication on the Asia Pacific region's work on COVID response - highlighting key achievements;
- A multimedia publication on inclusive dignity kit programming including dignity kits for people with disabilities, transgender, elderly and other vulnerable groups;
- A multimedia publication on the achievements of the Regional Prepositioning Initiative, including key findings from the evaluation;
- At least nine web stories on UNFPA's humanitarian work;
- At least 20 social media cards, for example, pictographs or infographics that can be used and adapted to mark international days throughout 2020, including World Humanitarian Day.

**Duration and working schedule:**

For a total of 50 work days between the period of 30 June - 15 December 2020

**Place where services are to be delivered:**

Homebased.

**Delivery dates and how work will be delivered:**

All work will be submitted electronically as it is produced, with revisions made based on feedback prior to final acceptance.

	Work Days	Deliverable
<b>Home based</b> <ul style="list-style-type: none"><li>• A multimedia publication on the Asia Pacific region's work on COVID response - highlighting key achievements;</li><li>• A multimedia publication on inclusive dignity kit programming including dignity kits for people with disabilities, transgender, elderly and other vulnerable groups;</li><li>• A multimedia publication on the achievements of the Regional Prepositioning Initiative, including key findings from the evaluation;</li><li>• At least nine web stories on UNFPA's humanitarian work;</li><li>• At least 20 social media cards, for example, pictographs or infographics that can be used and adapted to mark international days throughout 2020, including World Humanitarian Day.</li></ul>	50	Final products of all deliverables in line with the agreed final work plan

<b>Total</b>	50	
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Two lump sum payments will be made. The first after 25 days of work has been completed upon satisfactory progress towards the deliverables; the second at the end of assignment upon successful completion of all the deliverables and acceptance of work by UNFPA.

**Monitoring and progress control, including reporting requirements, periodicity format and deadline:**

A workplan/delivery monitoring schedules will be determined by APRO and the Consultant at the very outset of the consultancy.

**Supervisory arrangements:**

Reports to UNFPA APRO Humanitarian Project Coordinator in close coordination with the UNFPA APRO Humanitarian Advisor and Communications Advisor.

**Expected travel:**

Travel is not required.

**Required expertise, qualifications and competencies, including language requirements:**

**Education:**

- Post-graduate degree in communications, international affairs, journalism, or other related field, with at least 5 years of professional experience relevant to this consultancy. An under-graduate degree is acceptable provided there is sufficient work experience via a portfolio that demonstrates the range of skills and expertise required.
- Captivating storytelling ability and excellent design and multimedia skills, including the use of design and multimedia software.
- Demonstrated written and visual communication skills, and a strong creative portfolio that shows a clear and mature style of communications and multimedia skills
- An interest and understanding of UNFPA's mandate and humanitarian work.
- Follows UNFPA's principles for ethical storytelling.
- Ability to work under demanding deadlines within a fast-paced environment and adjust priorities to meet evolving deadlines.
- Exceptional interpersonal, communication and listening skills with the ability to work collaboratively.
- Independent and self-motivated.

**Language:** Fluency in English is required (oral and written).

**Inputs / services to be provided by UNFPA or implementing partner:**

Consultant is expected to provide all necessary equipment to produce deliverables; editorial review and UNFPA brand guidelines will be provided by UNFPA APRO.

**How to apply:**

Candidates should submit the following documents:

- P11
- CV

- Portfolio or sample(s) of previous work
- At least two references
- Requested daily rate along with copies of previous contracts to support the daily rate requested

All the above documents must be sent by e-mail to [vac-robangkok@unfpa.org](mailto:vac-robangkok@unfpa.org).

The P11 is available on the UNFPA websites at <https://www.unfpa.org/resources/p11-un-personal-history-form>

Please quote the Vacancy number **JID 2004 UNFPA APRO**. The deadline for application is 21 June 2020 **Bangkok time**.

UNFPA will only be able to respond to those applications in whom UNFPA has a further interest.

*UNFPA provides a work environment that reflects the values of gender equality, teamwork, respect for diversity, integrity and a healthy balance of work and life. We are committed to maintaining our balances gender distribution and therefore encourage women to apply.*

*Notice: There is no application, processing or other fee at any stage of the application process. UNFPA does not solicit or screen for information in respect of HIV or AIDS and does not discriminate on the basis of HIV/AIDS status.*

**Date Issued: 08 June 2020**