



**United Nations Population Fund (UNFPA) is pleased to announce the following vacancy:**

<b>VACANCY NO:</b>	<b>VA-CO-2022-06-02</b>
<b>OPENING DATE:</b>	<b>12 June 2022</b>
<b>CLOSING DATE:</b>	<b>19 June 2022</b>
<b>POST TITLE:</b>	<b>Communications Associate – Multimedia</b>
<b>NUMBER OF POSITION:</b>	<b>1 (One)</b>
<b>CATEGORY:</b>	<b>Service Contract (SB3)</b>
<b>DUTY STATION:</b>	<b>Kabul</b>
<b>DURATION:</b>	<b>One year (renewable)</b>

**The Position:**

Under the overall guidance of the UNFPA Representative and direct supervision of the Communications Specialist, the Communications Associate will support the Communication Unit of the UNFPA Afghanistan Country Office, and is responsible for a range of communications activities including creation of multimedia content, graphic design, video and audio editing, content management, visibility and other communications activities.

**How you can make a difference:**

UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA's new strategic plan (2018-2021), focuses on three transformative results: to end preventable maternal deaths; end unmet need for family planning; and end gender-based violence and harmful practices.

In a world where fundamental human rights are at risk, we need principled and ethical staff, who embody these international norms and standards, and who will defend them courageously and with full conviction.

UNFPA is seeking candidates that transform, inspire and deliver high impact and sustained results; we need staff who are transparent, exceptional in how they manage the resources entrusted to them and who commit to deliver excellence in programme results.

**You will be responsible for:**

- Working closely with the communications team and programme unit at the Country Office to contribute to the overall visibility and advocacy work of the Country Programme.
- Developing and producing, through creative and innovative methods, visual storytelling packages; creating visual online content and infographic products for distribution and publishing on UNFPA digital media platforms.
- Supporting the Communications Unit for developing and designing public awareness campaigns, materials for national/international events, and products for social and behavior change communication (SBCC).
- Producing, editing and designing video, audio, and print materials such as website and social media content, fact sheets, newsletters, brochures, reports, documents, presentations and others as necessary.
- Traveling to UNFPA programme locations in Kabul and the provinces to gather content for multimedia materials such as photos, human interest stories, videos, quotes and interviews of the project beneficiaries, stakeholders and partners.
- Supporting the Communications Unit for monitoring communication activities and specific campaigns to advise how multimedia materials can be best utilized by UNFPA and partners for maximum impact.
- Engaging local and provincial media to identify ways of promoting UNFPA interventions by providing them with materials such as photos and videos, as necessary.
- Supporting capacity building initiatives for UNFPA implementing partners in the field to equip them with basic skills in capturing photos and videos related to programme implementation.
- Performing other relevant tasks as necessary.

### **Qualifications and Experience:**

#### **Education:**

- Bachelor's degree in communications, journalism or related field/ or at least 5 years of experience in the communications field with focus on producing multimedia materials

#### **Knowledge and Experience:**

- At least four years of experience in the communications field in Afghanistan including experience working with media at national and provincial level;
- Excellent command of written English, Dari and Pashto;
- Ability to write clearly and concisely is crucial;
- Ability to travel to Afghanistan's provinces;
- Experience in commercial print management in similar projects
- Must possess a solid understanding of development issues in Afghanistan

- Advanced level skills in using photography, videography, and graphic design software such as the Adobe suite
- Previous experience working in population and development issues will be an asset.
- Female candidates are strongly encouraged to apply.

**Languages:**

Fluency in English and local languages (Dari, Pashto)

**Required Competencies:**

<p><b>Values:</b></p> <ul style="list-style-type: none"> <li>• Exemplifying integrity,</li> <li>• Demonstrating commitment to UNFPA and the UN system,</li> <li>• Embracing cultural diversity,</li> <li>• Embracing change</li> </ul>	<p><b>Functional Competencies:</b></p> <ul style="list-style-type: none"> <li>• <b>Planning and Organizing:</b> Effective organizational skills and ability to independently plan and manage work in an efficient and timely manner with minimum supervision. Ability to produce quality output under pressure and meet tight deadlines</li> <li>• <b>Communication:</b> Ability to communicate effectively in English, both oral and written, in a clear concise manner</li> <li>• <b>Teamwork:</b> Good interpersonal skills; ability to work in a multicultural, multi-ethnic environment with sensitivity and respect for diversity and gender</li> <li>• <b>Accountability:</b> takes ownership of all responsibilities and commitments; delivers outputs within prescribed timeframes, cost and quality standards; operate in compliance with organizational regulations and rules</li> <li>• <b>Proficiency in usage of computers and office software packages</b></li> </ul>
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**Core Competencies:**

- Demonstrates integrity by modeling the UN's values and ethical standards
- Promotes the mission, vision and strategic goals of UNFPA
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability
- Treats all people fairly without favoritism

**Qualified Afghan Nationals are requested to submit:**

- Cover letter
- Complete P-11 form

**Submission Guideline:**

- The application (containing all above documents) should be transmitted via email to UNFPA-Afghanistan at email address [recruitment.afg@unfpa.org](mailto:recruitment.afg@unfpa.org)
- Email Subject: **VA-CO-2022-06-02 Communications Associate – Multimedia**
- Late submissions, incomplete packets, or submissions with an incorrect email subject heading will not be considered.

**[Qualified Female Candidates Are Highly Encouraged To Apply!](#)**

**Disclaimer:**

UNFPA does not charge any application, processing, training, interviewing, testing or other fee in connection with the application or recruitment process. Fraudulent notices, letters or offers may be submitted to the UNFPA fraud hotline <http://www.unfpa.org/help/hotline.cfm>

In accordance with the Staff Regulations and Rules of the United Nations, persons applying to posts in the international Professional category, who hold permanent resident status in a country

other than their country of nationality, may be required to renounce such status upon their appointment.