

We are hiring a
International Awareness Raising and Communication Expert

Period of assignment: 01 September 2022 – 30 April 2024

Working place: Dushanbe, Tajikistan / Home based

Project: GEF 9421

Deadline for application: 4th September 2022

ABOUT US

FSD (Fondation suisse de déminage) is a Swiss non-governmental organisation specialised in humanitarian demining and the clearance of environmental hazards. FSD destroys mines and explosive remnants of war, clears sites polluted by toxic waste and supports peace and development in countries affected by armed conflicts.

FSD acts as National Delivery Partner for Tajikistan in the UNEP GEF project *Demonstration of non-thermal treatment of DDT wastes in Central Asia (Kyrgyz Republic and Tajikistan)* (Central Asia DDT project).

The United Nations Environment Programme (UNEP) is the leading global environmental authority that sets the global environmental agenda, promotes the coherent implementation of the environmental dimension of sustainable development within the United Nations system and serves as an authoritative advocate for the global environment. Its mandate is to coordinate the development of environmental policy consensus by keeping the global environment under review and bringing emerging issues to the attention of governments and the international community for action. **UNEP's GEF Unit in the Economy Division of UNEP** is the Implementing Agency (IA) for the Central Asia DDT project. The IA has the overall supervision of the project.

The **UNEP Europe Office's** main goal is to provide guidance to national governments at various levels, and to take part in the dialogue on environmental issues between governmental authorities, civil society, the private sector and other stakeholders. Europe office is the Executing Agency (EA) for the Central Asia DDT project. The EA ensures that all activities, including procurement of goods and services, are carried out in strict compliance with the rules and procedures of UN Environment and GEF, and ensures coordination between the countries and consistent execution and reporting of national project activities.

Awareness raising and communication

The project will build its stakeholder engagement activities with a focus on vulnerable groups (living close to DDT burial sites) and national decision makers. Project activities will include National seminars on the project waste management strategy and the development and implementation of national and local awareness raising campaigns. NGO stakeholders have been identified and consulted during the PPG phase of the project and the engagement with these NGOs in the field of awareness raising and communication will be continued during the project implementation.

JOB DESCRIPTION

FSD (Fondation suisse de déminage)

Avenue Giuseppe-Motta 14b

1202 Geneva - Switzerland

www.fsd.ch



The role of the Awareness Raising and Communication Expert is to provide guidance to all project partners involved in the awareness raising and communication activities and support them to develop and implement the different awareness raising and communication campaigns in both project countries.

ROLES AND RESPONSABILITIES:

Key responsibilities and roles are outlined below:

- Provide guidance and practical support to UNEP and the national delivery partners for the selection of NGO partners in the two project countries
- Provide guidance and practical support to the selected national NGO partners in the development and implementation of national awareness raising campaigns (in each project country one)
- Provide guidance and practical support to selected national NGO partners in the development and implementation of local community campaigns (in each project country one)
- Provide guidance and practical support to UNEP, the national delivery partners and involved NGOs for the delivery of a national awareness raising meeting (in each project country one)
- Provide guidance and practical support to UNEP and the national delivery partners for the delivery of a series of meetings to disclose the project disposal options in two project countries

REPORTING:

Awareness raising and communication expert reports directly to the FSD Project manager and functionally reports to the UNEP project manager. The incumbent will prepare a workplan for the duration of the contract. Each quarter, to account for adjustment of priorities, the workplan will be reviewed jointly with the UNEP Project Manager. A concise progress report on the delivery of the workplan will be prepared at the end of each calendar month to monitor and identify issues.

LOCATION AND TRAVEL:

Home based, the role will be contracted to provide support to specific functions as required up to an agreed number of working hours and subject to the delivery of named key deliverables.

Home based with trips to Dushanbe and or Bishkek, including:

- One trip to Tajikistan to work with the selected national NGO and local NGO on the development of the national and on the local campaign
- One trip to Kyrgyzstan to work with the selected national NGO and local NGO on the development of the national and on the local campaign
- One trip to Tajikistan to participate in the national awareness raising campaign meeting
- One trip to Kyrgyzstan to participate in the national awareness raising campaign meeting

QUALIFICATIONS / SPECIAL SKILLS OR KNOWLEDGE

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Education: Advanced university degree (Master's degree or equivalent) in communication, development studies, or a related field is required. A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

Work Experience: At least 5 years of working experience as an Awareness raising and communication expert (desirably in the framework of GEF financed) POPs projects is required. Experience in Central Asia and or other Former Soviet Republics is important.

Languages: Fluency in English, including good drafting/writing skills is required. Working knowledge of Russian is required.

Other skills: Excellent management of office computing tools including Microsoft Word, Excel, PowerPoint, and data analysis and standard statistical techniques. Good verbal communication skills with proven ability to liaise with external stakeholders in Governments, intergovernmental and non-governmental organisations.

Competencies: Detailed oriented, organised, methodical approach to work, work prioritization, establishment and maintenance of effective working relations within a multicultural working environment.

GENERAL:

General requirements are listed below and any additional specific requirements should also be given here.

- Work within the framework of the project partners' shared values, promoting its ethos and mission statement; especially impartiality and non-political alignment.
- Work towards achieving GEF, UNEP, and FSD organisational and programme level objectives.
- Participate in meetings, networks and seminars as
- Participate in FSD training activities as and when requested by HQ Geneva.
- Undertake the role in a manner appropriate to respective cultural contexts and within all local legal frameworks.
- Undertake any other duties appropriate to the post as may be required.

OBJECTIVES, OUTPUT EXPECTATIONS AND PERFORMANCE INDICATORS:

The objective of the work is to support FSD and UNEP in the implementation of the project regarding all aspects of stakeholder engagement, awareness raising and communication. The work carried out under Output 2.3 of the project should be in line with the national policies of the project countries, international best practices, relevant international conventions, GEF, UNEP, the National Delivery Partner's policies and the approved project document. It is also important that the Output 2.3 activities should avoid a duplication of work carried out in previous projects and create synergies with relevant projects carried out today.

More specifically, the project aims to:

- Develop and implement a national and a local campaign to raise awareness on obsolete and POPs pesticides in both Tajikistan and Kyrgyzstan;
- Develop and implement a series of meetings to disclose the project disposal options in both Tajikistan and Kyrgyzstan



HOW TO APPLY

To apply, please email your CV and a cover letter to jobs@fsd.ch (Subject: International Awareness Raising and Communication Expert). **Deadline for application: 4, September 2022.** Only candidates which correspond to the specific requirements in terms of skills and experience will be considered. FSD implements a Gender and diversity policy and is an equal opportunities employer.