



International Organization for Migration (IOM)
The UN Migration Agency

Open to Internal and External Candidates

Position Title	- National Media and Communications Officer
Duty Station	- Washington DC, United States
Classification	- NO-C
Type of Appointment	- Fixed term, one year
Estimated Start Date	- As soon as possible
Reference Number	- VN10-2023-10
Base Salary	- USD 137,720.00
Closing Date	- <u>15 June 2023</u>

Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

IOM is committed to a diverse and inclusive work environment. Internal and external candidates are eligible to apply to this vacancy. For the purpose of the vacancy, internal candidates are considered as first-tier candidates.

Please be advised that this is a local position and as such only US citizens and residents will be considered

Context:

Under the overall guidance of the Chief of Mission and the direct supervision of the Head of External Relations, and in coordination with Media and Communications staff at Headquarters and Regional Offices, the successful candidate will manage the IOM Washington Communications Unit and be responsible for developing, implementing and monitoring media and communication strategies to promote IOM's global operations and assist in raising awareness of migration issues in the media and among the general public.

Core Functions/Responsibilities:

1. Manage the IOM Washington Communications Unit and provide guidance to staff on media and communication issues.
2. Develop, coordinate the implementation and monitor communication strategies, campaigns, events and other initiatives to promote awareness, understanding and support for IOM in the United States.
3. Supervise staff, consultants and interns to gather, analyze, prepare and disseminate high-quality public information and communication content on IOM global activities for both international and national audiences.
4. Act as a spokesperson, organizing press events, handling interview requests, and

- providing responses to requests from media relating to IOM and its work.
5. Coordinate the writing, editing and production of public information material for IOM's bi-weekly press briefing notes, website, newsletter, social media and other media outlets.
 6. Oversee IOM's social media presence in the United States on such platforms Twitter, Facebook, Instagram, LinkedIn and other relevant outlets.
 7. Advise IOM Washington staff, MCU and media focal points across the Americas on a range of media and communications issues related to U.S. migration policies.
 8. Provide strategic communications advice to IOM offices and media focal points worldwide to ensure compliance and enhance profile of U.S.-funded projects.
 9. Develop and strengthen links with the media relations and communication departments of partner organizations, including U.S. government agencies, UN agencies and other Washington-based multilateral institutions and civil society organizations, to strengthen IOM visibility.
 10. Undertake duty travel as needed.
 11. Perform such other duties as may be assigned.

Required Qualifications and Experience

Education

- Master's degree in journalism, communications, international relations or a related field from an accredited academic institution with five years of relevant professional experience; or
- University degree in the above fields with seven years of relevant professional experience.

Experience

- Relevant work experience in international communications and public information. Familiarity with international organizations and experience liaising with government, civil society and media partners.
- Experience in the areas of international cooperation on migration is desirable.
- Experience in building public information capacities of staff and external stakeholders

Skills

- Keen political awareness and understanding of U.S. politics, U.S. foreign policy, international relations and humanitarian issues.
- Demonstrated high competency in reporting, writing, editing and the creation of multimedia content.
- Knowledge of graphic design, web and video production.

Languages

For this position, fluency in English is required. Working knowledge of Spanish and/or French is desirable.

Required Competencies

The incumbent is expected to demonstrate the following values and competencies:

Values - all IOM staff members must abide by and demonstrate these three values:

- Inclusion and respect for diversity: respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- Integrity and transparency: maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- Professionalism: demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.

Core Competencies:

- Teamwork: develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- Delivering results: produces and delivers quality results in a service-oriented and timely manner; is action oriented and committed to achieving agreed outcomes.
- Managing and sharing knowledge: continuously seeks to learn, share knowledge and innovate.
- Accountability: takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- Communication: encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

Managerial Competencies:

- Leadership: provides a clear sense of direction, leads by example and demonstrates the ability to carry out the organization's vision; assists others to realize and develop their potential.
- Empowering others & building trust: creates an atmosphere of trust and an enabling environment where staff can contribute their best and develop their potential
- Strategic thinking and vision: works strategically to realize the Organization's goals and communicates a clear strategic direction.

Other

Any offer made to the candidate in relation to this vacancy notice is subject to funding confirmation.

Appointment will be subject to certification that the candidate is medically fit for appointment.

How to apply:

Interested candidates are invited to submit their CV and cover letter saved IN ONE CONSOLIDATED PDF Document saved and labeled accordingly (i.e, DOE, John – Application to position **VN10-2023-10- National Media and Communications Officer**) by 15 June 2023 midnight EST at the latest, referring to this advertisement in the subject line to IOMDCVN@IOM.INT.

- **Proof of COVID-19 vaccination is required.**
- Only shortlisted candidates will be contacted.
- In order for an application to be considered valid, IOM only accepts profiles duly completed.
- Appointment will be subject to certification that the candidate is medically fit for appointment, any residency or visa requirements, and security clearances.
- No late applications will be accepted.

Posting period:

From 1 to 15 June 2023