

Project Appointment

Terms of Reference (Professional position)

Position Title	Position Grade	Position Number
Senior Project Officer	P4	tba

Extra-budgetary project	Sector/Bureau/Office Unit/Division	Immediate Supervisor
	CI/FEM/FOE	Chief, CI/FEM/FOE

A. Context

Under the overall supervision of the Assistant Director General for the Communication and Information Sector (CI), the supervision of the Director of the Division of Freedom of Expression and Media Development, and direct supervision of the Chief of Section for Freedom of Expression, the work involves the coordination of the project, entitled "Promoting an Enabling Environment for Freedom of Expression: Global Action with Special Focus on the Arab Region" including planning, development, implementation, operation, monitoring and follow-up.

The project will focus on global activities as well as countries in the Arab region and South Sudan. It aims at fostering the development of free, independent and pluralistic media. It also promotes institutional capacity-building, the empowerment of women through widened access to information and it encourages the role of young people in dialogue, reconciliation and sustained peace. The project is funded by the Swedish International Development Cooperation Agency (Sida).

The position of the Senior Project Officer serves as a focal point for the project implementation, monitoring and reporting. The Senior Project Officer is responsible for providing advice on variety of issues related to freedom of expression globally and particularly in the countries concerned in the project to the Director of the division and to the Chief of the section, colleagues and stakeholders.

The project aims to support UNESCO's promotion of freedom of expression and its corollaries, press freedom and freedom of information, with a two-fold overall objective: i) To continue to foster strong attention to freedom of expression, press freedom and freedom of information issues in the international agenda, through awareness-raising, monitoring and capacity-building efforts; and ii) To strengthen freedom of expression, press freedom and freedom of information in Egypt, Tunisia, Libya, Syria, Jordan, Morocco, Lebanon, Yemen and in South Sudan in order to reinforce democratic

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participation and human rights, facilitate political transitions, and contribute to sustainable development and long-standing peace.

Specific objectives at the global level:

Strengthening UNESCO's capacities for undertaking independent evaluations on the status of freedom of expression around the world, as well for the preparation reports to the Organization's governing bodies and for UNESCO's contribution to relevant global reports produced by other UN agencies; Reinforcing UNESCO's ability to raise awareness about freedom of expression and democratic principles; Enhancing the safety, professionalism and independence of media practitioners, and combating impunity surrounding the crimes committed against them; Promoting online freedom of expression and widespread Internet access; and Fostering media and information literacy, especially among women and youth.

Specific objectives in the Arab region and in South Sudan, through UNESCO field offices:

Fostering the development of free, independent and pluralistic media; Facilitating networking and reinforcing the capacity of actors involved in reforms towards enhanced freedom of expression, thereby fostering the adoption and effective implementation of legislation aligned to international standards, underpinning democracy and the respect for human rights; Strengthening the competence of media practitioners in reporting on civic affairs, human rights, democratic culture and sustainable development; Promoting the building of institutions leading to the sustainability of a legal system guaranteeing freedom of expression and media practitioners' safety, as well as to the continued development of their professional skills; Supporting the creation of voluntary media self-regulation mechanisms, such as the establishment of a Press Ombudsman and the development of professional codes of practice by media and unions and media organizations themselves, in order to strengthen media's professionalism and credibility in safeguarding democratic principles; Promoting the empowerment of women through widened access to information, and enhanced gender-balanced media coverage, protection of female journalists and gender equality in media outlets; and Encouraging youth's role in dialogue, reconciliation and sustained peace, including through the use of Internet and social networks.

The main expected results of the Project are:

Freedom of expression, press freedom and freedom of information visibly discussed in international and regional forums, related considerations included in the programmes of concerned UN Agencies and donors, and featured in media and the discourse of high-ranking political figures worldwide; Strengthened capacities within UNESCO to: independently assess freedom of expression worldwide, foster awareness of this fundamental right and democratic principles, report to its governing bodies and feed into the global reports produced by other UN bodies; Conditions allowing for media practitioners to work independently and safely improved around the world, and impunity in the crimes committed against them diminished; Freedom of expression over the Internet more strongly protected and access to the Internet significantly expanded; Media and information literacy and awareness on human rights and fundamental freedoms raised among the public at large, and

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especially among women and youth; Legal guarantees and institutions fostering freedom of expression, freedom of information and press freedom, independence and pluralism reinforced in Arab States; underpinning democratic transition and consolidation, strengthening the respect for fundamental freedoms and facilitating sustainable development and peace in the region; Professional skills of media practitioners reinforced in the Arab region and in South Sudan, particularly their competence in reporting on civic affairs, human rights and democratic culture, through training and the creation/strengthening of educational institutions; Capacities of and networking among actors involved in media law reforms in the Arab region and in South Sudan increased, and legislation in accordance to internationally-recognized principles adopted and implemented effectively in diverse Arab countries and in South Sudan; Media's voluntary compliance with ethical standards enhanced in the Arab region and in South Sudan, through strengthened knowledge and experience exchanges on media-self regulation, and the setting up of media self-regulation institutions; Improved safety of women journalists' and increased representation of women in Arab and South Sudan's media, including the heightened status of women working in the media sector and enhanced gender-sensitive media coverage; Women and youth's access to information expanded and their increased participation in advocacy for freedom of expression fostered in the Arab region and in South Sudan; and Youth's free expression, participation in dialogue and peace building in the Arab region and in South Sudan facilitated, for example through the use of social networks.

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B. Main duties and responsibilities

The tasks of the Senior Project Officer are divided to two areas which are general project assignments and specific assignments as follows:

General Project assignments:

- Provide expertise and undertake assignments to reinforce the programme promoting an enabling environment for freedom of expression and freedom of information, to foster the role of media for development, democracy and dialogue, globally and particularly in the Arab region and South Sudan;
- Coordinate, monitor, and implement activities related to the project, provide expertise in conceptualizing, design and drafting an annual report on press freedom trends as well as safety of journalists;
- Coordinate, strengthen and promote partnership with stakeholders in the area of freedom of expression and freedom of information, fostering multi-stakeholder approach and outreach in cooperation with member states, UNESCO governing bodies, UN system, media, civil society, private sector and the CI field staff;
- Provide technical backstopping to Field Offices and Member states globally and particularly in the project countries on policies and strategies on freedom of expression and promote information sharing, joint planning and collaboration with Field Offices in action related to the project.
- Follow-up budget and financial situation of the project, reporting status and raising potential issues with managers. Identify perspective donors for further reinforce the work supporting freedom of expression and actively participate in such fund-raising activities or meetings.
- Any other activities (such as publicity, networking and speech writing) that may be required to ensure the success of the project implementation.

Specific assignments:

- Monitoring the freedom of expression and freedom of information situation globally and preparing reports to the UNESCO governing bodies;
- Implementing the Organization's activities and undertaking assignments designed to raise awareness about journalists' safety and the issue of impunity, including assisting in research and reporting on these topics.
- Contribute to independent evaluations of press freedom, as needed, for example through country visits or special reports, especially those focused on the Arab region and in South Sudan.
- Coordinate with UNESCO's field offices, consultants and stakeholders suitable projects in the designated countries that will be initiated under this project.

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C. Organizational environment and partnerships

The Senior Project Officer identifies project activities, undertake implementation, adhering to agreed guidelines and taking into account the complexity of initiatives related to freedom of expression and the political situation in the project countries. The staff member will also shape and coordinate project planning phases, implement and monitor phases in an independent fashion, consulting supervisors and colleagues involved in the project in the headquarter and in the field offices when unique and highly complex issues arise or to deviate from agreed guidelines.

Other duties are to make recommendation in regards to project implementation, follow-up and evaluation.

Guide colleagues particularly in the field offices on project implementation and related follow-up exercises.

Exchange information with colleagues at UNESCO, in the domain of communication and throughout the UN system.

Represent the Organization with external parties, i.e. media specialists, governmental officials, donors, NGOs and other stakeholders of the project.

Keep supervisors and relevant colleagues informed of developments and alerted to any potential partnership although day to day work is not tightly controlled. Clears dealings with media with the supervisor.

D. Expected results and duration of the assignment

Work has a significant impact on the project, project phases, different activities, quality and delivery, but is limited as final decisions are taken at higher level in the Communication and Information sector. The Senior Project Officer is not responsible for project integration in overall Section/Division/Sector and UNESCO objectives, but rather provides advice on related integration. Analyses and recommendations may impact work of colleagues and teams and influence overall Section/Division/Sector policy and strategy direction.

The initial appointment is for one year.

Possible extension depending on performance evaluation by the supervisor as the assignment is expected to last for the length of the extra budgetary project which is 36 months.

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E. PA staff profile

- Advanced university degree (Masters or equivalent) in communication or information sciences, political science, international relations, international development or in another area covered by the work of the Freedom of Expression Section;
- Seven to ten years of professional experience in freedom of expression, press freedom and freedom of information, and journalists' safety projects; four years of which preferably acquired at the international level;
- Proven knowledge on issues related to media assistance in conflict, post-conflict and/or disaster situations;
- Experience and expertise in partnership-building with specialized bodies in Member States especially in the project countries, UN Agencies, civil society and the private sector will be an asset;
- Strong analytical, negotiating, communication and advocacy skills;
- Proven ability to manage and coordinate large scale projects/programmes;
- Excellent drafting skills: Ability to produce reports and papers on technical and strategic issues;
- In-depth substantive knowledge of the project related issues, particularly in the areas of gender equality and women's empowerment and freedom of expression on the internet;
- Good IT and information management skills;
- Ability to work in an international or multicultural environment. Good team orientation.
- Other desired core competencies: Building Partnership, Creativity and Innovation, Result Based Management and Result Based Budgeting, Promoting Organizational Change and Development;
- Excellent knowledge of one working language of the Secretariat (English or French) is required and knowledge of the other working language would be an asset. Knowledge of Arabic would be an added advantage.