

<b>Position Name:</b> Senior Press and Public Information Officer / Chief of Unit / CRC Member	<b>Employment Regime:</b> Seconded	
<b>Ref. number:</b> SOM-020	<b>Location:</b> Mogadishu	<b>Availability:</b> 09/08/2020
<b>Component/Department/Unit:</b> Chief of Staff Office/Press and Public Information Unit	<b>Security Clearance Level:</b> EU SECRET	<b>Open to Contributing Third States:</b> No

### 1. Reporting Line:

The Senior Press and Public Information Officer / Chief of Unit reports to the Chief of Staff. The position is also a member of the Core Responsiveness Capacity (CRC).

### 2. Main Tasks and Responsibilities:

- To act as the Mission's spokesperson and to communicate the work of the Mission to the public;
- To lead, direct and manage the work and staff of the Press and Public Information Office (PPIO);
- To manage the Press and Public Information budget and procurement processes as well as all contract/tender/designs for Mission visibility items;
- To draft, keep under review, and implement the Communication and Information Strategy, Crisis Communication Strategy and guidelines and other communication plans and guidelines of the Mission;
- To supervise the organising and conduct press conferences, briefings and other media events;
- To cover the media aspects of high-level visits as well as supervise and coordinate arrangements for visiting journalists/media;
- To supervise the development and maintenance of an effective Mission website and social media platforms;
- To supervise the drafting of press releases, public statements, articles and features, and to seek clearance from the HOM's office if appropriate, and to co-ordinate same with other EU actors in theatre if appropriate;
- To liaise with the CPCC Policy and Strategic Communications Officer, EU HR/VP Spokesperson Office and EEAS Strategic Communication Division;
- To undertake any other related tasks as requested by the Line Manager.

### 3. Mission Specific Tasks and Responsibilities:

- To make sure that the political sensitivities (Somaliland, relations between the Somalia Federal Government and Somalia Member States) are taken into account in the communication activities.

### 4. Core Responsiveness Capacity Tasks and Responsibilities:

- To participate in the planning and start-up of missions, including Technical Assessment Missions and early deployment;
- To support larger up/down scaling of missions, or refocusing of mandates;
- To participate in liquidation and closures of missions;
- To act as a floater under the Exchange of staff policy;
- To participate in the specific Core Responsiveness Capacity trainings and exercises;
- To undertake any other tasks related to the Core Responsiveness Capacity as required by the Civilian Operations Commander.

### 5. Essential Qualifications and Experience:

- Successful completion of university studies of at least 4 years attested by a diploma OR a qualification in the National Qualifications Framework which is equivalent to level 7 in the European Qualifications Framework OR a qualification of the second cycle under the framework of qualifications of the European Higher Education Area, e.g. Master's Degree. The qualification

should be in any of the fields of Communication Sciences, Political Science, International Relations or Business Administration; AND

- A minimum of 7 years of relevant professional experience, in the field of communication/press and or public information, after having fulfilled the education requirements, out of which a minimum of 3 years of experience at management level.

**6. Essential Knowledge, Skills and Abilities:**

- Knowledge and practical experience of drafting and implementing communication strategies;
- Analytical skills and experience on analysing and developing the performance of public information activities, including social media;
- Leadership skills and experience;
- Writing and drafting skills;
- Networking skills and initiative;
- Presentation skills.

**7. Desirable Qualifications and Experience:**

- Experience as a spokesperson and institutional communication;
- Experience running media and outreach campaigns;
- Experience in planning and implementing projects;
- Master's Degree in management, business administration or other related subjects, or international/national certificate/diploma in management/leadership.

**8. Desirable Knowledge, Skills and Abilities:**

- Knowledge about the local press and media environment.