Posting Title: Consultant, Communication for Anti-Corruption Initiatives
Location: Remote

POSITION SUMMARY

The Foundation for the Global Compact seeks a proactive and diligent Consultant to support in the development of the Communication strategy and communication deliverables from the Anti-Corruption Collective Action (ACCA) initiatives of the UN Global Compact and its Local Networks. The consultant will be responsible for developing the Communication Strategy for 2023-2025 on the ACCA projects (including the use of the available channels: webpage, social media, press releases, bulletins, and including impact measures/KPIs); develop the content and narrative of impact for the projects' new webpage; act as rapporteur during the Private Sector Forum (11-12 December 2023), capturing the main points and recommendations from the event; train colleagues from Local Networks involved in the ACCA projects to better develop and monitor communication KPIs. The consultant will work under the supervision of the Senior Manager of Anti-Corruption Programmes, the Head of Communications and the Head of Governance and Anti-Corruption. Duration of consultancy: 3 months.

DUTIES AND RESPONSIBILITIES

- Create and implement a communication strategy for the ACCA project(s) 2023/2025;
- Develop the content and narrative of impact for the ACCA new webpage;
- Coordinate the creation of materials and/or web development for the dissemination of the ACCA projects;
- Write press releases, articles for blogs, infographics, newsletters, speeches and briefing notes, related to the Private Sector Forum (PSF) and other anti-corruption projects;
- Act as rapporteur during the Private Sector Forum, issuing a report that captures the main points of discussion and the resulting recommendations;
- Obtain and uphold a thorough understanding of the UNGC’s policies, guiding principles, and plans, and stay current on any pertinent changes;
- Collaborate with important internal stakeholders (especially Communications team) to generate content ideas that are consistent with Global Compact’s plan and that support different brand objectives;
- Support and assess the outcomes of communication campaigns with the Communications team and the Anti-Corruption team;
- Coordinate the Communication Strategy with the Local Networks: Adapt the content to the countries in the project with the objective to drive dissemination of ACCA Global Compact programme.
- Co-create, together with the Local Networks, communication strategies (including development of materials) for subsequent local implementation;
- Identify opportunities for the creation of materials that generate value for the ACCA projects;

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- Train Local Networks in the development of indicators to assess the effectiveness and impact from the use of the different communication strategies implemented by each country in the anti-corruption projects;
- Advise the countries in the development of their communication plans related to ACCA and anti-corruption.

COMPETENCIES

Communication:

- Must be passionate about the UN Global Compact's mission and the work we do
- Excellent oral and written communication, interpersonal and collaborative skills
- Ability to communicate effectively with a highly multicultural environment
- Advanced skills in key digital tools
- Advanced proficiency in essential communication and reporting tools (Excel, PowerPoint, Word)
- Demonstrable experience in data analysis, able to extract insights from the surveys/campaigns conducted
- Strong editorial skills and Content Strategy
- Experience in training communications skills
- Must exhibit strategic planning and critical thinking skills
- Strong understanding of business English

Planning and organization:

- Identify high priority activities, adjusting plans as needed
- Allocate appropriate amount of time and resources to complete work
- Anticipate problems and allow for contingencies
- Monitor and adjust plans as needed.
- Coordinate project implementation with different stakeholders

Proactivity:

- Proactive attitude, suggesting the development of projects that add value
- Have initiative to provide solutions and develop proposals

CORE VALUES:

- **Integrity:** Demonstrates the values of the United Nations in daily activities and behaviors; acts without consideration of personal gain; resists undue political pressure in decision-making; does not abuse power or authority; stands by decisions that are in the Organization's interest, even if they are unpopular; and takes prompt action in cases of unprofessional or unethical behavior.
- **Professionalism:** Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; and remains calm in stressful situations.

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- **Respect for Diversity:** Works effectively with people from all backgrounds; treats all people with dignity and respect; treats men and women equally; shows respect for and understanding of diverse points of view and demonstrates this understanding in daily work and decision-making, examines own biases and behaviors to avoid stereotypical responses, and does not discriminate against any individual or group.

EDUCATIONAL AND EXPERIENCE REQUIREMENTS

- First degree (Bachelors or equivalent) preferably in business administration, management, communication, online marketing or related field is required.
- Minimum of five (5) years of relevant experience in project/programme management, administration, communication, or relationship management.
- At least five (5) years of experience in developing effective communications and/or digital media strategies, preferably in a high-growth environment.
- Proficiency in English is essential (full command on both spoken and written). Knowledge of other UN official languages would be desirable.
- Highly skilled at working with multiple stakeholders simultaneously and experience in communication strategy.
- Supervising and coaching people of all backgrounds and skill levels to deliver the best content possible.

EXPERIENCE PREFERRED

- Experience working in International or UN Communications.
- Experience working on issues related to anti-corruption is preferred, and understanding of sustainability especially as it relates to UN-business collaboration is desirable.

RECRUITMENT PROCESS

- Please include the following materials in your e-mail submission to UNGC1@unglobalcompact.org with the subject heading “Consultant, Communication for Anti-Corruption Initiatives”:
  1. Cover Letter
  2. Resume/CV

- Applications will be accepted until 31, October 2023.

Given the anticipated volume of submissions, only highly qualified candidates will be contacted. No phone calls or unsolicited emails outside of the submission process.

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