

TERMS OF REFERENCE

COMMUNICATION EXPERT

FOR THE NATIONAL AGENCY FOR THE PREVENTION OF CORRUPTION

ToR Date of Issuance:	Jan 19, 2017
Due Date for Applications:	Feb 03, 2017

PRSM is committed to providing equal employment opportunity without regard to race, color, religion, gender, sexual orientation, national or ethnic origin, age, disability or status as a veteran with respect to policies, programs, and activities.

Background

The Professionals for Reform Support Mechanism (PRSM) provides human resource support – from managers to technical experts - to critical reform initiatives undertaken by national governmental agencies. PRSM is a multi-donor platform, which improves coordination of donor efforts for greater impact and avoids overlap of donor funding. It does not support routine work of the Government of Ukraine that is normally managed by the civil service. To do this, PRSM: **Selects initiatives** based on clearly defined links to reform initiatives

- Ensures transparent **recruitment** of human resources
- Manages the **contracting** and payment of human resources
- Provides financial **reports** for donors
- **Monitors** initiatives for results.

Reform Initiative

The National Agency for the Prevention of Corruption (NAPC), as a newly established agency with an important public mandate, has faced considerable political and civil society pressure to commence operations even in the absence of adequate financial, human and technical resources. This has been further complicated by widespread scrutiny arising from the organization's attempts to launch a high-profile system for the electronic declaration of assets.

One of the key tasks on NAPC development is the implementation of a Complaints Handling System (CHS) inside the NAPC, CHS Policy development and implementation for all other Agencies and Whistle-blowers Protection.

Position Summary:

The Communication Expert will provide communication support to activities of the NAPC in the CHS and WPM areas ensuring proper media coverage and public support.

Preferred Qualifications and Skills:

- At least a Bachelor degree, preferably in Journalism, Public relations or other related areas;
- At least 3 years of extensive practical experience in communication/PR support to government/international donors or private industry focused on social changes and awareness;
- Understanding of international best practices in communication support to public governance initiatives;
- Profile of successful campaigns, press releases writing, public speaking and presentation/infographic skills;
- Good command in English and ability to speak and write Ukrainian and/or Russia would be a definite asset.

Indicative duties and responsibilities:

- Development and implementation of the communication strategy supporting the CHS and WPM implementation;
- Providing proper communication support to the NAPC and its CHS AND WPM divisions at public events to ensure constant and effective communications with mass media, press service of the State authorities, industry and public institutions and civil society organizations;
- Provide support to the NAPC and its CHS AND WPM divisions in drafting speeches, presentations, press articles and other documents;
- Leads, directs and delivers a broad range of communications services including: quick response; media relations with domestic and international media; news releases and backgrounders; publications content; speech writing; notes and strategies for legislative introductions; web content; media monitoring; events planning/management and public communications;
- Development of the communications materials including creation of the visual content.

To apply:

Submissions must be prepared in English and delivered electronically by 17:00 Kyiv time on February 3, 2017 to the following address: prsm@fsr.org.ua. We do not welcome unsolicited phone calls.

All submissions must include:

- 1) Applicant's CV (in English);
- 2) Applicant brief letter of interest indicated related experience and achievements.

Please ensure to state **Communication Expert for NAPC** in the e-mail subject line.

Applications received after the indicated deadline or without letter of interest will not be reviewed and considered.

Shortlisted candidates will be contacted after February 6 2017.