



Communication Officer

ONSITE

SUDAN

GENERAL INFORMATION

Host Entity:	UNFPA
Country of Assignment:	Sudan
Duty station:	Kosti
Volunteer type:	National
Volunteer category:	Specialist UCoS from Apr2026
Duration benefits:	Long-term
Work location:	On UN premises
Work arrangement:	Full-time
Number of Assignment(s):	1
Expected Start Date:	02/11/2026
Duration:	12 month(s)
Possibility of Extension:	Yes
Sustainable Development Goal:	3. Good health and well-being
Reserved for people with a disability:	No
DoA ID:	1784888021266497

DETAILS

ORGANISATION MISSION AND OBJECTIVES

UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA supports:

- Sexual and reproductive health (SRH) for all, particularly women and girls in more than 150 countries – home to more than 80 per cent of the world's population. SRH includes;
- The health of pregnant women, especially the 10-15 million who face life-threatening complications each year
- Reliable access to modern contraceptives sufficient to benefit 20 million women a year
- Training of thousands of health workers, particularly midwives to help ensure at least 80 per cent of all child births are supervised by skilled attendants
- Prevention of teen and early pregnancies, complications of which are the leading cause of death for girls 15-19 years old
- Delivery of safe birth supplies, dignity kits and other life-saving materials to survivors of conflict and natural disaster
- Prevention of gender-based violence (GBV), one of the most common forms of violence today affecting 1 in 3 women across the globe
- Abandonment of female genital mutilation, which harms 3 million girls annually
- Gender-responsive, age appropriate Comprehensive Sexuality Education (CSE)
- Efforts to end child marriage affecting 12 million girls every year
- Countries in development of youth policies and reproductive, maternal, newborn, child and adolescent health policies and action plans.
- Population census, demographic health surveys, research, data collection and analysis, which are essential for development planning as well as in humanitarian settings

ASSIGNMENT CONTEXT

UNFPA is the lead UN agency working to achieve a world where every pregnancy is wanted, every childbirth is safe, and every young person's potential is realized. The UN Volunteer will support the UNFPA Sudan Country Office.

Under the direct supervision of the Communication Specialist, the Communication Officer will support the implementation of UNFPA Sudan's communication strategy and ensure donor visibility. The role also involves amplifying the voices of women and girls through compelling media products and human-interest stories, as well as ensuring consistent branding and effective

coordination with implementing partners.

Additional Information:

National UN Specialist Volunteers in Sudan are entitled to:

- Monthly Volunteer Living allowance (VLA) at amount of 1597.24 USD.
- danger and Hardship Differential DHD: 575.1 USD.
- Annual and learning leaves.
- Free Medical and life insurance.
- Free access to different learning platforms.

TASK DESCRIPTION

1. Administrative Support:

- Supports all administrative tasks of the Communications Unit, including contracts, work-plan workflows, and administrative and budgetary tools.
- Provides support for financial management and budgeting as required.
- Provides logistical support for missions, events, and outreach activities related to the organization's corporate communications.
- Performs any other administrative duties as required by the Communications Unit.

2. Support to implementation of communications and advocacy strategies, focusing on achievement of the following results:

- Prepares, updates, and posts content, as needed, on corporate websites and social media channels.
- Coordinates communication focal point efforts at the field level.
- Contributes to drafting and editing articles, press releases, human-interest stories, and other advocacy and information materials for web-based platforms, traditional media, and social media.
- Assists the Communication Specialist in implementing UNFPA Sudan Communication SOPs.

Develops and maintains close relationships with national stakeholders, donors, civil society, and the private sector to support implementation of the communications strategy, including the organization of roundtable discussions, press conferences,

briefing sessions, interviews, launches, and other events.

- Assist in Designing and implementing media campaigns aligned with UNFPA's thematic mandate areas.
- Produces and provides visual materials for the Regional Office (RO), Headquarters Office (HO), and Headquarters (HQ) for publications, exhibitions, and presentations.
- Assist in Drafting talking points, and presentations for senior management.
- Follow up with UNFPA Sudan partners in ensuring the UNFPA and donors visibility including photography, videography, and success-story writing.
- Assist the UNFPA youth initiatives, Sudan Volunteers Club.
- Organize press conferences.
- Documents UNFPA's impact in Sudan through high-quality communication materials, including short films, professional photography, audiovisual products, and graphic designs.
- Builds and maintains relationships with national media.
- Drafts reports, situation reports, flash updates, human-interest stories, monthly updates, and newsletters for the Country Office, Regional Office, Humanitarian Office, and Headquarters.

3. Donor Visibility:

- Ensure appropriate visibility for donor contributions in compliance with UNFPA guidelines and specific donor requirements.
- Assists in supporting donor visibility efforts by contributing to communication and visibility products tailored to various donor requirements.

ELIGIBILITY CRITERIA

Age:	18-80
Nationality:	Candidate must be a national, legal resident or hold refugee status in the country of assignment.
Required experience:	3 year(s)

ASSIGNMENT REQUIREMENTS

REQUIRED RELEVANT EXPERIENCE

3 year(s)

SKILLS AND EXPERIENCE

At least 2 years of professional work experience at the national and/or international level in providing communications support to the formulation and implementation of internal and external communications and advocacy strategies and related plans, or other relevant programmes; experience in the use of social media and digital communication is required, as is experience working in the UN or other international development organization; Excellent oral and written skills; excellent drafting, formulation, reporting skills; Accuracy and professionalism in document production and editing; Excellent interpersonal skills; culturally and socially sensitive; ability to work inclusively and collaboratively with a range of partners, including grassroots community members, youth organizations, and authorities at different levels; familiarity with tools and approaches of communications for development; Ability to work and adapt professionally and effectively in a challenging environment; ability to work effectively in a multicultural team of international and national personnel; Solid overall computer literacy, including proficiency in various MS Office applications (Excel, Word, etc.) and email/internet; familiarity with database management; and office technology equipment; as well as web-based management systems; Self-motivated, ability to work with minimum supervision; ability to work with tight deadlines; Sound security awareness; Have affinity with or interest in gender equality and women's rights work, volunteerism as a mechanism for durable development, and the UN System.

REQUIRED EDUCATION LEVEL

Bachelor's degree in Social Sciences, Communication or other related area.

LANGUAGE

Language	Proficiency	Required
Arabic	Fluent	Yes

COMPETENCIES AND VALUES

- Accountability
- Adaptability and flexibility
- Creativity
- Judgement and decision-making
- Planning and organizing
- Professionalism
- Self-management

AREA(S) OF EXPERTISE

Communication,
advocacy, public
information

Translation and
interpretation

Volunteer
management and
advocacy

OTHER INFORMATION

Volunteerism is understood as a wide range of activities undertaken of free will, for the general public good, for which monetary reward is not the principal motivating factor.

LIVING CONDITIONS AND OTHER REMARKS

As this is a national UN Volunteer assignment, the UN Volunteer will be responsible for arranging his/her own housing and other living essentials. National UN Volunteers are part of the malicious insurance plan.

<https://www.unv.org/>

INCLUSIVITY STATEMENT

United Nations Volunteers is an equal opportunity programme that welcomes applications from qualified professionals. We are committed to achieving diversity in terms of gender, care protected characteristics. As part of their adherence to the values of UNV, all UN Volunteers commit themselves to combat any form of discrimination, and to promoting respect for human rights and individual dignity, without distinction of a person's race, sex, gender identity, religion, nationality, ethnic origin, sexual orientation, disability, pregnancy, age, language, social origin or other status.

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