

International Agency for
Research on Cancer



Centre international de Recherche
sur le Cancer

Vacancy Notice No: IARC/12/FT289

Date: 17 July 2012

Title: Press Officer

Application Deadline: **16 September 2012**
(58 day(s) until closing deadline)
Currently accepting applications

Grade: P3

Contract type: Fixed-Term Appointment

Duty Station: Lyons, France

Duration of contract: 2 years – Extra-budgetary position initially established for a limited duration of two years. Any extension subject to availability of extra-budgetary funding.

Organization unit: IARC (IARC)
Office of the Director (DIR)/Communications Group (COM)

OBJECTIVES OF THE PROGRAMME :

The Communications (COM) Group forms an integral part of the Director's Office and is responsible for the presentation of a homogeneous image of all aspects of IARC work to the scientific community, the media, and the general public.

Description of duties:

Under the supervision of IARC's Communications Group Head, the work includes developing, planning and executing media and public relation products, tools and services to inform general and specialized publics about IARC programs, activities and accomplishments by:

- implementing IARC's media strategy in support of the COM strategy,
- generating regular corporate public relations and communication products including information for events, information for electronic media, and hard media,
- suggesting approaches for disseminating coherent, organization-wide and rapid responses and statements on Agency positions,
- creating and posting content for podcasts, press releases, webinars or social media networking platforms – working in close collaboration with the Institutional Webmaster,
- assists in developing contacts and relationships with media representatives,
- facilitating the dissemination of agency and program information through the mass media, e.g. by writing press releases, organizing events including press conferences, open days and press tours, and designing global campaigns to enable the public to better understand IARC's role,
- monitoring, analyzing and reporting on coverage of IARC in the media and its impact,
- ensuring the dissemination of the EXPOsOMICS project findings through: engaging European stakeholders via regular updates and dissemination results; using a variety of modern communications tools (web-based, social media, etc.); participating in key meetings of EXPOSOMICS partners.
- performing any other related duties as requested by supervisor.

REQUIRED QUALIFICATIONS

Education:

Essential: Journalism degree from a recognized University.

Desirable: Formal training in communications, media relations or public relations.

Skills:

The candidate must have:

- Proven knowledge of the full range of communication approaches, tools, and methodologies.
- Excellent knowledge of the principles and practices of journalism and of public relations.
- Extensive working knowledge of the media and media relations, including new online media.
- Superior written and oral communication skills, with the ability to convey complex concepts and recommendations, in a clear and persuasive manner that is tailored to match different audiences and media; excellent writing ability in journalistic style.
- Proven ability to position issues effectively, both orally and in writing.
- Ability to formulate, develop and deliver proposals for media outreach to highlight IARC activities.

Required WHO competencies:

Ability to:

- Communicate in a credible and effective way,
- Build and promote partnerships across the Organization and beyond,
- Move forward in a changing environment,
- Product results.

Experience:

Essential: at least five years experience as journalist or as media-relations officer, at national or international level, with emphasis on writing press releases, design of campaigns.

Desirable:

Experience as journalist in a health related field, preferably cancer.
Experience or sound understanding of WHO's mandate and goals

Languages:

Superior English and French. Spanish is highly desirable.

Additional Information:

Candidates called for interview may be required to sit a written test.

IARC/WHO OFFERS AN ATTRACTIVE COMPENSATION PACKAGE INCLUDING AN ANNUAL NET SALARY (SUBJECT TO MANDATORY DEDUCTIONS FOR PENSION CONTRIBUTIONS AND HEALTH INSURANCE), DEPENDENCY BENEFITS, PENSION PLAN, HEALTH INSURANCE SCHEME, AND 30 DAYS ANNUAL LEAVE. BENEFITS FOR INTERNATIONALLY RECRUITED STAFF MAY INCLUDE TRAVEL AND REMOVAL EXPENSES ON APPOINTMENT AND SEPARATION, ASSIGNMENT GRANT, RENTAL SUBSIDY, AND HOME LEAVE.

Annual salary: (Net of tax)

69 946 Euros at single rate

74 934 Euros with primary dependants

Online applications are strongly encouraged to enable WHO to store your profile in a permanent database. Please visit WHO's e-Recruitment website at: www.who.int/employment. The system provides instructions for online application procedures.

All applicants are encouraged to apply online as soon as possible after the vacancy has been posted and well before the deadline stated in the vacancy announcement.

WHO is committed to workforce diversity.

Any appointment/extension of appointment is subject to WHO Staff Regulations, Staff Rules and Manual. Only candidates under serious consideration will be contacted.

Currently accepting applications

New Applicants — Click here to begin your on-line application

Returning Applicants enter here

WHO Staff enter here



IARC has a smoke-free environment and does not recruit smokers or users of any form of tobacco.