

Job Description for Professional Posts

Reference: DGO2024/02

Position and Grade:	Associate Climate Change Press Officer, P2
Organizational Unit:	Media, Multimedia and Public Outreach Section Office of Public Information and Communication
Duty Station:	Vienna
Type/Duration of Appointment:	FT – JPO, 1 year

Organizational Setting

The Director General's Office (DGO) provides leadership and coordination for all IAEA activities at the executive level for meeting Member States' needs and achieving a one-house approach and a results-based management.

The Office for Public Information and Communication provides objective, accurate and timely information about the IAEA and nuclear developments that fosters public understanding of the IAEA's global roles. It also provides advice to the Director General on relations with the media and organizes press briefings. The Office coordinates the communication activities for the rest of the house and assists in the media aspects of major IAEA events and conferences.

The Media, Multimedia and Public Outreach Section has corporate responsibility for relations with the media and the public, as well as for producing audio and video materials to promote the IAEA's activities.

Main Purpose

Under the supervision of the Head Media, Multimedia and Outreach Section and in coordination with other Press and Public Information Officers, the Associate Climate Press Officer works on multifaceted communication outreach aimed at media outlets, journalism schools, journalists associations in Member States to increase global awareness and media coverage of nuclear science, technology and applications for climate change monitoring, mitigation and adaptation, with a special focus on niche/specialist media such as science journalists.

The Associate Climate Change Press Officer is: (i) a journalist or communicator with experience in climate change; (ii) a professional with experience in designing learning programme providing educational and impartial information to specific audiences based on global and country specific research and analysis.

Role

In his/her role, the Associate Climate Change Press Officer will contribute to develop a learning programme providing educational and impartial information to journalists on nuclear science, technology and applications for climate change monitoring, mitigation and adaptation, including nuclear power for net zero. He/she will research and design content, working closely with colleagues within the Office and technical Departments. To achieve the best results and provide for geographical diversity, the Associate Climate Press and Public Information Officer would also be working with the

Permanent Missions, in particular the public relations representatives, to support identification of suitable school of journalism, journalist associations and news outlets in their respective country.

Partnerships

The Associate Climate Change Press Officer liaises with Agency staff of various levels and with Permanent Mission Public Affairs representatives as well as school of journalism, journalist associations and news outlets and other partners in Member States to research and design the media programme, including for its integration to curriculum and training programmes, as well as dissemination of related product and content to potential participants.

Additionally, he/she is a member of the IAEA Media, Multimedia and Public Outreach Section, contributing expertise and helping to provide climate change content relevant for relations with the media and the public, as well as for producing audio and video materials to promote the IAEA's activities.

Functions / Key Results Expected

- Research journalist curriculum and trainings for integration of nuclear science, technology and applications for climate change.
- Design a programme of learning activities for journalists on nuclear for climate change in cooperation with relevant partners.
- Draft, reviews and edits nuclear for climate change content and learning products for journalists. Contribute to the implementation of climate change media campaigns, including both content development and marketing.
- Analyse news trends and recommend potential media for content promotion and distribution and contribute to building partnerships with them.
- Monitor reach and impact of media content on climate change to provide proposals of adjustments when necessary.

Competencies and Expertise (do not revise or edit)

Core Competencies		
Competence	Occupational Role	Behavioural Indicator
Communication	Individual Contributor	Communicates orally and in writing in a clear, concise and impartial manner. Takes time to listen and understand the perspective of others and proposes solutions.
Achieving Results	Individual Contributor	Takes initiative in defining realistic outputs and clarifying roles, responsibilities and expected results in the context of the Department/Division's programme. Evaluates his/her results realistically, drawing conclusions from lessons learned.
Teamwork	Individual Contributor	Actively contributes to achieving team results. Supports team decisions.
Planning and Organizing	Individual Contributor	Plans and organizes his/her own work in support of achieving the team or Section's

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		priorities. Takes into account potential changes and proposes contingency plans.
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Functional Competencies		
Competence	Occupational Role	Behavioural Indicator
Client orientation	Associate	Establishes effective relationships with clients to understand and meet or exceed their needs. Finds ways to ensure client satisfaction.
Judgement/decision making	Associate	Consults with supervisor/manager and makes decisions in full compliance with the Agency's regulations and rules.
Partnership building	Associate	Develops and maintains partnerships needed for his/her work. Establishes and nurtures positive relations with partners and stakeholders.

Expertise	
Expertise	Description
Public Information and External Relations Creating Visibility for the Organization	Expertise to research and design trainings for journalists about nuclear science, technology and applications for climate change.
Public Information and External Relations Public Information External Cooperation	Ability to identify and initiate meaningful partnerships with media organizations to formulate and develop learning products and activities for journalists.
Public Information and External Relations Political Acumen	Understanding of political sensitivities and strategies to avoid them.
Public Information and External Relations Public Information Global Advocacy	Ability to explain nuclear science, technology and applications in a simple, concise and interesting way to a non-scientific and global audience.

Education, Experience and Language Skills

- University degree in communications/public relations/international relations marketing, journalism or a related field.
- Minimum two years of experience in public affairs, journalism, learning programmes or a related field.
- Knowledge of climate change and media actors.

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- Expertise in training activities and creation of learning products and activities.
- Excellent oral and written command of English. Knowledge of other official IAEA languages (Arabic, Chinese, French, Russian and Spanish) is an asset.