**TERMS OF REFERENCE- Temporary Appointment**

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| **Post Title** | Communication for Development Officer |
| **Proposed level** | NO-B |
| **Location** | Damazine and Nyala |
| **Duration** | 364 days |
| **Supervisor** | C4D Chief and Head of the Field Office |

# Background

The UNICEF Sudan Country Office (SCO), C4D Strategic Plan 2018-2021, has been carefully designed to promote behavioral and social change. The C4D Strategic Plan, as a Country Programme, was developed and is presently being implemented during a time when Sudan is going through a transformational change process. The development of the Plan was facilitated by an International Team of consultants and drew upon extensive consultation of SCO Sections, Government Counterparts and Organizational partners in obtaining a deep understanding of the country’s political context, utilizing the latest available data from nationwide surveys and studies, as well as lessons learned from recent evaluations of UNICEF SCO’s programming.

The C4D Strategic Plan, as a Country Programme, is particularly relevant and in many cases, essential to development programmes as they seek the achievement of the MDGs and the broader realization of the rights of children and women in Sudan. The Programme provides caregivers and community members with the essential information needed in helping to develop the skills and self confidence that they require to make informed decisions on issues that affect their lives and their children’s well-being. It uses research and consultative processes to promote human rights, mobilize leadership in society, influence attitudes and support the behaviours of those who have an impact on the well-being of children, women, their families and communities.

Building on UNICEF’s guiding principles and based on the human rights-based approach to programming (HRBAP), particularly the rights to information, communication and participation enshrined in the Convention on the Rights of the Child (Articles 12, 13 and 17), The C4D Strategic Plan, as a Country Programme, addresses the following activities:

1. Facilitating enabling environments to build the self-esteem and confidence of care providers and children.
2. Creating spaces for plurality of voices and narratives of children and their communities
3. Focusing on process of dialogue between children, adolescents, community members and services providers
4. Ensuring the active and meaningful participation of children, adolescents and youth
5. Promoting gender equality and social inclusion in the C4D planning and implementation process
6. Engaging all community members in discussions about positive norms for a better future of the children in Sudan
7. Reflecting the principles of inclusion, self-determination, participation and respect
8. Linking community perspectives and voices with the sub-national and national policy logue
9. Starting early and addressing the WHOLE child, including the cognitive, emotional, social and spiritual aspects
10. Ensuring that children and adolescents are reflected as agents of change and as a primary participant group

# Purpose of the Position:

Under the general supervision of the Chief Communication for Development, leads the following:

* + Design, implementation, and evaluation of strategic communication initiatives, programme interventions.
	+ Guide the communication component of emergencies preparedness and response.
	+ Provide technical support in the planning and implementation of special events and campaigns for high-impact sustainable social and behavior change communication programming.
	+ Provide guidance to programme sections as well as government ministries agencies and departments; media, community groups, community leaders, partners and with civil society for promotion of evidence-based social and behaviour change communication initiatives and interventions.

# Duties and Responsibilities:

* + Contribute to the design and development of evidence-based strategic communication interventions including research activities at community level, monitors implementation and participates in analysis, report-writing, and dissemination of results.
	+ Manage Community Platforms and facilitate their activities.
	+ Coordinate the C4D Task Activities and Community Voice (Early Warning System)
	+ Lead the C4D preparedness and response to all emergencies.
	+ Work with different UNICEF sections and their line ministries in an integrated manner
	+ Lead the development of communication strategies for campaigns and events, strategic

plans and produce concept notes, activity guidelines as well as TOR’s.

* + Develop presentations and share information with partners and programme sectors. In addition, Coordinate meetings and events.
	+ Undertake field visits to UNICEF supported project sites to support monitoring of effectiveness, efficacy, impact and sustainability of project activities, the use of UNICEF inputs (cash, supplies and technical assistance) and assesses local conditions and resources.
	+ Communicate with local counterpart authorities (federal, state and local government institutions, local authorities, local and international NGOs, CBOs) on feasibility and effectiveness of C4D interventions, including the flow of supply and non-supply assistance.
	+ Follow up on programme implementation activities and prepare progress reports.
	+ Conduct monitoring and evaluation (M&E) activities of ongoing projects with various counterparts.
	+ Facilitates alliance building/partnerships and participation of organized groups in the community including religious groups, traditional leaders, teachers, artists and civil society organizations in the implementation and delivery to scale of the country programme strategic interventions.
	+ Assist in the preparation of training modules and support capacity building of government and NGO/CBO counterparts. This includes on job coaching and mentoring of counter parts on issues regarding strategic communication theory, skills and social norms as well as development of strategies, tools and activities.
	+ Contribute to the development of training materials and facilitates training sessions as required.
	+ Draft programme instruments (consultant ToRs, PCAs, etc.) to procure required technical and operational capacity for programme implementation as well as following up on this task.
	+ Contribute to the development of communication tools and materials to support strategic initiatives, campaigns and special events. In addition, identify needs and review draft materials as well as assisting in planning and monitoring of pre-testing exercises.
	+ Collect and analyses data and drafts relevant sections reports required for donors, management, annual reports, etc.
	+ Attend technical cooperation meetings, prepare notes and follow up on relevant programme implementation. Maintains a computerized programme system and submits necessary reports.

# Minimum Qualifications:

* Bachelor’s degree in a Social Sciences, Public or Environmental Health, or any technical field related to UNICEF's Communication for Development framework.
* A minimum of three years' experience in Communication for Development at community level.
* Professional work experience in development communication strategies including monitoring framework, development of tools and development of materials.
* Experience in working in emergency preparedness and response C4D.E and working in emergencies in refugee and IDPs settings
* Evidence of work with UN or other development or multi-lateral agencies in Communication for Behaviors and Social Change, hygiene promotion, community engagement or social mobilization.

# Languages:

Fluency in English and Arabic required.

**Other Skills:** Excellent communication, facilitation, coordination and writing skills

# TOR Approval:

**Prepared by: Endorsed by:**

Sahar Abushok C4D Officer Eman Eltigani Chief of C4D