

Vacancy Announcement
The Economics of Ecosystems and Biodiversity (TEEB)
UNEP Economics and Trade Branch (ETB), Geneva, Switzerland

Title: TEEB Research and Writing Consultant

Deadline for applications: 03 April 2013
Date of issuance: 22 March 2013
Duty Station: Geneva, Switzerland
Duration: 8.5 months

1. Introduction and Background

- On 1 February 2013, The Economics of Ecosystems and Biodiversity (TEEB) for Water and Wetlands was launched in Geneva., Switzerland. The report underlines the fundamental importance of wetlands in the water cycle.
- The Report presents insights and recommendations to encourage additional policy momentum, business commitment, and investment in the conservation, restoration, and wise use of wetlands.
- *TEEB for Water and Wetlands* aims to show how recognizing, demonstrating, and capturing the values of ecosystem services related to water and wetlands can lead to better informed, more efficient, and fairer decision making.
- As part of efforts to disseminate the key messages from the report, various outreach and communication activities will be organized in 2013. These activities have been included in a broader communication and outreach strategy developed to guide the dissemination of the Report.
- The Consultant will implement key activities aimed at disseminating the main messages from the TEEB for Water and Wetlands Report.

2. Activity or activities to be carried out with the support of the Consultant:

- (a) Write and publish 17 articles (2 to 4 pages long) focusing on water and wetlands which will be published on the TEEB blog (Bank of Natural Capital, <http://bankofnaturalcapital.com/>) and social media networks. The specific activities to be carried out include:
- Research and write two articles per month, for 8.5 months focusing on water and wetlands, promoting the key messages and citing the TEEB for Water and Wetlands report.
 - Synthesis messages and extracts of the above, suitable for use on social media, such as Twitter and Facebook.

- Identify a list of topics and themes for the 17 articles, which should be prompted by the main messages from the report, emerging concerns, current affairs or good practice in the area of water management as well as taking into account relevant events and conferences. 2013 has been designated as the International Year of Water cooperation and topics relevant and highlighting these discussions will be essential.
- Identify potential contributors for the articles, solicit for their input and interview them for pieces. The contributors could include the authors of the TEEB for Water and Wetlands Report, and or other experts in this field.
- Respond to comments or queries about the articles published on the TEEB blog and when necessary maintain the dialogue.

3. Expected results/outputs to be achieved:

- (a) At the end of the consultancy, the following deliverables/outputs are expected:
 - a. Seventeen well written and referenced articles (2 to 4 pages) disseminating the key messages from the TEEB for water and wetlands report. Articles will be judged as well written when they carry the main Report messages, have been linked to current messages and discussions on water management, offer insights for policy makers and implementers. Finally they will also be evaluated based on the degree of discussion they generate on the Blog, website and social media.
 - b. A Bibliography of all material consulted to write the articles (preferably as a Zotero RDF file)
 - c. A list of contributing authors
 - d. A list of themes and topics for the articles

4. Starting and ending dates for implementation of the activities:

- The starting date will be 15 April 2013 and completion date 31 December 2013

5. The required work will have the following detailed timetable:

- It is foreseen that the articles will be published bi-weekly on the 15 and 30 of each month starting April 2013 and completing December 2013, depending on calendar of relevant international events and fora

6. Requirements, eligibility and procedure

Education: A university degree in Environment resource management, economics and preferably with a focus on water management, ecosystem services. Qualifying experience may be accepted in lieu of the degree. An advanced degree would be desirable.

Experience: A minimum of 3 years work experience in communications/journalism and related field. Extensive experience in the use of standard office software (*eg* word processing, spreadsheets, slide presentations); as well as dedicated website development software (*eg* Content Management Software) and knowledge management tools. Strong research, writing and editing skills. Knowledge and experience writing blogs.

Languages: English and French are the working languages of the United Nations Secretariat. For this post, fluency in spoken and written English is essential. Knowledge of another UN language is an advantage.

Competencies:

Professionalism – Shows pride in work and achievements; is conscientious and efficient in meeting commitments, observing deadlines and achieving results.

Teamwork – Excellent interpersonal skills and ability to establish and maintain effective partnerships and working relations in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity, including gender balance.

Communication - Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and respond appropriately; asks questions to clarify, and exhibits interest in having two-way communication; tailors language, tone, style and format to match the audience, demonstrates openness in sharing information and keeping people informed.

Client Orientation – considers all those to whom services are provided to be “clients” and seeks to see things from the clients’ point of view; establishes and maintains productive partnerships with clients by gaining their trust and respect; identified clients needs and matches them to appropriate solutions; keeps clients informed of progress or setbacks in projects; meets timeline for delivery of products or services to client.

Technological awareness – keeps abreast if available technology; understands applicability and limitations of technology to the work of the office; activity seeks to apply technology to appropriate tasks; shows willingness to learn new technology.

7. Duration

15 April 2013 to 31 December 2013

8. Indicative level of remuneration

The remuneration for this contract is based on the candidate’s experience.

Application Procedure

All applicants are strongly encouraged to apply as soon as possible after the vacancy has been posted and before 3 April 2013. A letter of motivation as well as the P11 form/ Curriculum Vitae are to be sent to:

teeb@unep.org

Applicants may receive a standard reply confirming receipt of the application. Due to the volume of applications we receive, you will be contacted personally only if UNEP-TEEB wishes to actively pursue your application.