

Consultancy Brief

**Communications Specialist
to develop and support the
implementation of Invasive
Alien Species**

**communication strategy for
the project “Preventing the
COSTS of IAS in Barbados
and the OECS”**

February 2020

CABI BACKGROUND

CABI is an international not-for-profit organization that improves people's lives by providing information and applying scientific expertise to solve problems in agriculture and the environment. CABI is an intergovernmental organization that can trace its origins back to 1910. Our 49 member countries guide and influence our core areas of work, which include International Development and Publishing.

We have over 500 staff based in 16 countries. We have offices in Brazil, China, Ghana, India, Kenya, Malaysia, Pakistan, Switzerland, Trinidad & Tobago, the UK, the USA and Zambia.

International Development projects and research

Through knowledge sharing and science, CABI helps address issues of global concern such as improving global food security and safeguarding the environment. We do this by helping farmers grow more and lose less of what they produce, combating threats to agriculture and the environment from pests and diseases, protecting biodiversity from invasive species, and improving access to agricultural and environmental scientific knowledge.

CABI's Knowledge Business

CABI produces key scientific publications, including CAB Abstracts – the world-leading abstracting and indexing database covering applied life sciences. We also publish multimedia compendia, books, eBooks and full text electronic resources aiming to further science and its application to real life. CABI invests its publishing surpluses directly into development projects, helping to improve livelihoods worldwide.

For more information go to www.cabi.org and www.plantwise.org

THE ROLE

Job title:	Communications Specialist
Fees:	Commensurate with qualifications and work experience
Reporting to:	International Project Steering Committee via CABI's Regional Representative, Caribbean and Central America
Location:	Eastern Caribbean
Duration:	Part time 15 Months March 2020 – May 2021

Purpose of the role:

CABI, in conjunction with our international donors and partners, implements and manages a wide range of initiatives around the world, ranging from research projects to rural development activities. The successful candidate will conduct this consultancy in furtherance of outcomes of the project: “Preventing the COSTS of IAS in Barbados and the OECS countries” with funding from the Global Environmental Fund.

Key accountabilities: Develop a Communication Strategy to raise awareness among the general public and key stakeholders in Antigua and Barbuda; Barbados; Dominica; Grenada; St. Lucia; St. Kitts and Nevis and St. Vincent and to effectively popularize the outputs of the project in a manner that will lead to behavioural changes to minimize the risks of IAS introductions into the region. Support the implementation of the strategy.

- Translate the outputs of the project in a way that can be widely disseminated via social media and the project website
- Review technical documents and prepare policy briefs for policy and decision makers in both the public and private sector sectors.
- Monitor in a cost-effective manner the impact of the various communication activities for achieving the communication goal of raising the awareness by 35 per cent
- Highlight the impact of IAS on our environment, livelihoods and economic sectors.

CANDIDATE PROFILE

Knowledge & Skills

Required

- Fluency in English, with first class written and oral communication skills
- Communication for development in Small Island Developing States.
- Proven ability to rapidly evaluate complex information to ascertain its potential usefulness, and to produce a synthesis
- Familiarity with the logical framework and other strategic planning approaches
- Good working knowledge of the MS Office suite of programs specifically Word, Excel, PowerPoint and Outlook.

Desirable

- Working knowledge of IAS in the Caribbean
- Understanding of gender issues and how to mainstream gender perspectives in projects

Education & Qualifications

Required: A first degree and/or M Sc. in a biological science, preferably in agriculture, agricultural development or international development. With post graduate training in Communications.

Desirable: PhD or equivalent experience.

Experience

Required

- Considerable and demonstrable post qualification experience in communication for development.
- Broad range of experience of operating on multiple projects and across borders and cultures.

Desirable

- Significant developing country experience in agricultural development and applied research, ideally working with a wide range of stakeholders including local communities, NGOs, government officials, other partners, researchers, etc.;

Personal Characteristics

Required

- Highly motivated, organized and adaptable, with strong inter-personal and communication skills
- Comfortable working both independently or as part of a team
- Able to work under pressure and deliver high quality products to tight deadlines, including occasional out-of-hours working
- Trustworthy and capable of dealing with sensitive information in a discreet and confidential manner
- Robust with the operational grip and capacity to handle a demanding workload, including some travel

Desirable

- Ability to articulate scientific concepts effectively to technical experts and non- experts
- Strong influencing and networking skills
- Ability to work and interface with public officials at ports of entry

NOTE

This job description is not intended to be exhaustive. It is expected that the post holder and CABI will adopt a flexible attitude and accept that the duties may have to be varied according to circumstances, in particular may vary from island to island.

EQUAL OPPORTUNITIES

CABI is an equal opportunities employer and welcomes applications from candidates irrespective of age, gender, race, colour, nationality, ethnic or national origin, disability, religion, sexual orientation or marital status. No applicant will be disadvantaged by conditions which cannot be shown to be justified and selection will be based on merit.

HOW TO APPLY

To apply please submit your CV and a covering letter via our online recruitment to n.ramnanan@cabi.org with copy to a.witt@cabi.org

Please note closing date for receipt of applications is 9th March 2020. We reserve the right to close the vacancy, interview and appoint before this date if a suitable number of applications are received.