

**United Nations Mission in Liberia
(UNMIL)**

Advertisement - Vacancy Announcement- Internal/External

Vacancy#: UNMIL-SUB-PIO-18-005	Deadline: 03 August 2017
Post Title: Photographer (one Position)	Level: IC
Organizational Unit: Public Information Section	Location: Monrovia
Initial Appointment: Initial three (3) Months subject to funding of the post and satisfactory performance.	IMIS Post#:
	Indicative Minimum Annual Gross Salary: USD
UNMIL invites qualified external/internal applicants to apply for the position highlighted above. Applicants are requested to complete form P.11 available at UNMIL Human Resources Section and attach copies of the following: Proof of Liberian nationality (Birth certificate/ Passports), educational certificates and reference letters from previous employers. Incomplete P.11 forms will not be processed. Please note that you can also apply by email to unmilrecruitment@un.org . Kindly note that applications upon receipt will be reviewed and only short-listed candidates will receive acknowledgement.	

Description of Main Duties:

Under the general supervision of the Head of Strategic Communication and Outreach, the incumbent shall be responsible for the following duties

- Prepare and implement work programmed of the photo unit within the framework of the public information concept of operations and public information strategy and existing or anticipated resources; monitor the implementation of the work programme at all stages, analyzing implementation of difficulties and initiating necessary remedial action; establish production goals and quantity/quality controls
- Produce photographic materials in accordance with professional standards, determine and priority with which photo coverage should be undertaken and coordinate the workflow of photo acquisition, editing and ingesting into the mission archive.
- Carry out photographic assignments and provide written information describing the completed coverage (date, location, background information) and specific details about the content of each image (identities of persons, titles, affiliations) and a description of any other pertinent visual elements included in the photo coverage.
- Follow developments that have impact on the situation in the mission area and make recommendations regarding appropriate photo coverage.
- Cover the main events of the mission and as appropriate, meetings and other events as well as the activities of mission officials, including portrait photography of mission officials.
- Cover thematic subjects of interest of the United Nations Headquarters and other field activities, events, personalities and subjects that are required for use by the Secretariat and other users of the United Nations photographs.
- Maintain the photo archive of the mission.
- Prepare photo exhibits as required; contribute materials and expertise in the production and dissemination of mission public information material.
- Select and edit pictures for publishing on the web and social media

Competencies:

- **Technological Awareness** familiarity with the principles, technology and operation of photographic equipment. Outstanding knowledge of the operation characteristics of a wide-range of photo equipment used in all aspects of production; software applications, digital imaging and multimedia software. Ability to operate a variety of photo, audio, editing and production equipment, lighting equipment; develop and maintain photo archive/library and captioning.
- **Professionalism** demonstrate in-depth technical knowledge; proven analytical skills; ability to adapt and be innovative as new communications challenges arise.
- **Communication** – Demonstrated advanced spoken and written communication skills.

- **Planning and Organizing** – Ability to work under tight deadlines for extended hours.
- **Teamwork** – Ability to work effectively with a diverse team; demonstrated ability to develop and maintain effective working relationships in a multi-cultural environment; respect for diversity.

Qualifications and Experience:

- **Education:** High school diploma or equivalent is required. Technical training in communication, journalism, photography and or/related field of study
- **Experience:** Minimum of 3 - 5 years of experience in the field of photography and phot production, including shooting and editing..
- **Languages:** Fluency in spoken and written English is essential.
- **Driving License:** Desirable.

**Preference will be given to equally qualified women candidates.
Completed detailed applications documentation as specified above referring to
Vacancy# UNMIL-SUB-CSD-ENG-17 - should be forwarded to the attention of:
Human Resources Management Section, UNMIL Logistic Base, Star Base, Monrovia**