

## CALL FOR the recruitment of a Communications Officer

The Global Water Partnership Mediterranean is seeking to hire a Communications Officer that will undertake related activities in the framework of the work programme of the Global Water Partnership - Mediterranean (GWP-Med) in Southeastern Europe, and the Thematic areas of (i) Transboundary Water Resources Management; (ii) Water-Energy-Food-Environment Nexus.

The background for the post and details about the post are provided in the Terms of Reference.

<b>Type of Contract:</b>	The successful candidate will be contracted by GWP-Med's Host Institute, MIO-ECSDE a civil non-profit society based in Greece
<b>Duty Station:</b>	Athens, Greece OR Podgorica, Montenegro (to be defined together with the successful applicant)
<b>Duration:</b>	Three years renewed annually, with possible extension
<b>Occupation:</b>	Full time engagement
<b>Position Grade:</b>	Communications Officer
<b>Application deadline:</b>	<b>24 September 2017</b>

The Global Water Partnership (GWP) is a global action network of partner organisations supporting countries and regions in their vision for a water secure world. GWP's mission is to advance governance and management of water resources for sustainable and equitable development. Since 1996 when it was launched, GWP has grown into a network of over 3,000 Partner organisations, 13 Regional Water Partnerships and 87 Country Water Partnerships worldwide. Since 2000, GWP holds inter-governmental status (Global Water Partnership Organisation). For more information: [www.gwp.org](http://www.gwp.org)

The Global Water Partnership – Mediterranean (GWP-Med) is responsible for the Mediterranean region, covering countries of the Near East, North Africa, Southeastern Europe and the European Union. GWP-Med is legally represented by the Mediterranean Information Office for Environment, Culture and Sustainable Development (MIO-ECSDE), holding non-governmental organization (NGO) status, based on a Host Institute Agreement between GWPO and MIO-ECSDE. GWP-Med is serviced by the GWP-Med Secretariat. For more information: [www.gwpmed.org](http://www.gwpmed.org)

### 1. Application procedure

Applicants are requested to study carefully the Terms of Reference provided in Annex I.

Interested candidates can apply by sending **not later than 24 September 2017**, an e-mail to the attention of **Ms. Zoe Karka** [zoe@gwpmed.org](mailto:zoe@gwpmed.org) with the indication "**Application for Communications Officer**" in the subject, attaching the following documents:

- **A Cover letter** explaining why they are a suitable candidate for the advertised position, describing their experience, qualifications and competencies responding to the position's

needs. Contents should focus on the background and experience relative to the position's requirements. The cover letter should be 1 page max.

- **Their detailed CV**, using the model CV form provided by GWP-Med, including past experience in similar projects and contact details of referees.

**Incomplete applications will not be considered. Please make sure you have provided all requested information.**

## **2. Evaluation Procedure**

Applications will be examined by an evaluation committee as follows:

- A) The Committee will examine the applications and accompanying CVs and motivation letter received in relation to the qualifications listed in the TORs. Applications which do not meet the required qualifications will be excluded from further evaluation. The remaining applications will be further evaluated by the Evaluation Committee, concluding with a short list.
- B) The Evaluation Committee may decide to hold personal interviews with the short-listed applicants. Applicants called to an interview may be requested to submit in printed format prior to their interview all documentation supporting their declared qualifications.
- C) The final evaluation will be based on an analysis of qualifications and competencies. The candidate to be selected will be the one evaluated and determined as:
  - Responsive to the procedure described herein;
  - Compliant to the ToR of the post;
  - Having received the highest score out of a pre-determined set of weighted criteria (see below)

### **Criteria - max. 100 points:**

- Criteria A – Academic Qualifications/Education as indicated under the ToR section entitled “Qualifications” (max points: 20)
- Criteria B – Required Experience as indicated under the ToR section entitled “Qualifications”, and evaluation of the motivation letter (max points: 45).
- Criteria C – Desired Experience as indicated under the ToR section entitled “Qualifications” (max points: 35)

For further information or clarification please contact: [secretariat@gwpmed.org](mailto:secretariat@gwpmed.org)

**Athens 10 August 2017**

**The Chairman of GWP-Med**

**Prof. Michael Scoullas**