
POST:	COMMUNICATIONS CONSULTANT
DUTY STATION:	ABIDJAN (CÔTE D'IVOIRE)
DURATION:	30 WORKING DAYS
STARTING DATE:	15 JUNE 2021
PURPOSE OF THE POST:	Promotion of the African Legal Support Facility

Context:

The African Legal Support Facility (“ALSF” or “Facility”) is an international organization hosted by the African Development Bank (“AfDB”) Group. The Facility is dedicated to providing legal advice and technical assistance to African countries in the negotiation of complex commercial transactions, creditor litigation and other related sovereign transactions. The ALSF also develops and proposes innovative tools for capacity building and knowledge management. Membership to the ALSF is open to all sovereign nations and international organizations aligning with the Facility’s mandate.

The goal of the Facility is to remove asymmetric technical capacities and level the field of legal expertise among parties in litigation and negotiations. Accordingly, the Facility provides legal advice and capacity building to African countries in creditor litigation, complex commercial negotiations and related sovereign transactions. Through all of its activities, the Facility aims to build sustainable legal capacity in Africa.

The Facility communicates through various tools including social media, newsletters, mailings, promotional brochures, and its annual report. A new website launched in February 2021 also seeks to enhance the image to the organization as well as provide better visibility of the ALSF’s areas of expertise and activities. On occasion, the Facility’s events have also been covered by some leading media firms which broadened the visibility of the Facility.

The Facility is therefore seeking to recruit an experienced communications consultant to support its communications activities to build awareness of the Facility and its activities, and negotiate mutually beneficial partnerships to enhance the ALSF’s profile including with prominent international media. In particular, the consultant will be required to develop effective communication of the ALSF’s support to African countries, especially its sovereign debt support, and a planned major event to commemorate a new phase of the Facility in September 2021.

1- Description of tasks:

The tasks of the communications consultant will include:

1. Develop and curate the ALSF’s profile highlighting the work and achievements of the ALSF for a wider audience including current and potential development and financial partners;
2. Write relevant and impactful stories on the ALSF’s operations and activities;
3. Present the ALSF to a wider audience through prominent media;
4. Enhance the use of new media for effective communication and engagement with the ALSF’s stakeholders and community management;
5. Provide communications support to planned ALSF events;
6. Provide advice on the ALSF’s communications strategy.

2- Duration of the assignment:

- The assignment shall be performed over a period of thirty (30) working days between 15 June and 30 September 2021.
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3- Minimum qualifications of the consultant:

- Advanced degree in liberal Arts (Communications or related discipline will be an advantage).
- Experience in communications and public relations.
- A minimum of fifteen (15) years' experience (experience with international organizations and/or working on international projects will be considered an advantage).
- Meticulous attention to detail, and strategic and critical thinking skills.
- Excellent interpersonal and communication skills, both orally and in writing.
- Excellent organizational skills, including multitasking, and time management.
- Strong community management skills.
- Fluency in written and spoken French or English.

4- Administration/reporting

The consultant will report to the Corporate Secretary and the Communication Officer who will adequately brief and guide the consultant.

5- Remuneration

The consultant shall be paid a total monthly lump sum, comprising fee, subsistence or other incidentals, for the duration of the assignment, which is commensurate with the number of years of work experience.

6- How to apply

The African Legal Support Facility invites individual consultants to indicate their interest in providing the above-described services. Interested consultants shall provide information on their qualifications and experience demonstrating their ability to undertake this Assignment (documents, reference to similar services, experience in similar assignments, etc.).

Expressions of interest must be sent electronically to alsf@afdb.org no later than June 10, 2021 at 5 PM local time (Abidjan –Ivory Coast) and specifically mentioning ALSF Consultant (Communications Consultant - Short Term).

The unsuccessful candidates will remain in the ALSF's database for twelve (12) months.

Any questions and requests for clarifications may be sent to: e.ehoura@afdb.org.

Deadline: June 10, 2021. Only short-listed individuals will be contacted.
