

STAFF OFFICER (MEDIA OPERATIONS)

Post Number: **RSA OUO 0030**

Application Closing Date: 19 Oct 2020

Resolute Support (RS)

Location: Kabul, Afghanistan

Post – Mission Civilian – MCIV 3

Post Description:

- The incumbent The incumbent provides advice to PSYOPS planning process

Principle Duties:

- Primary advisor to Ops and Plans, Staff Officer PSYOPS, and Section head PSYOPS in all matters pertaining to Media planning, production and PSYOPS.
- Accompanies OPS and Plans, Staff Officer PSYOPS and Section head PSYOPS to meetings, conferences, and working groups to provide subject matter expertise as required.
- Acts as a RS PSYOPS representative during meetings at RS and with other agencies within the Government of the Islamic Republic of Afghanistan (GIROA), national embassies, and NGOs.
- Provides the section with operational continuity across different rotations of military personnel in order to maintain mission essential functions.
- Assists in training all incoming OPS and Plans staff and PSYOPS Planners regarding processes and procedures, media planning as well as advising on specific nuances within the Afghanistan Area of Operations (AOO)
- Responsible for cooperation and coordination with external agencies (NGO, IO and Civil Society Actors) regularly travelling and working Acts as an alternate for tasks assigned within Ops / Plans when staff are on temporary duty (TDY) or leave.
- Maintains the highest level of situational awareness on the information environment for local, national, regional and international audiences.
- Responsible for running the internal media guidance board.
- The incumbent may be required to travel from the principle duty station, PSYOPS HKIA, in order to represent the organization at function related conferences, working groups, and specific mission execution meetings.
- Oversight of cross media strategy development in coordination with Section Chiefs

Additional Duties:

- Drafts official documents on behalf of the section head PSYOPS, to include Operational Orders, Fragmentary Orders, Standard Operating Procedures, and other documents as required.

Essential Qualifications:

Professional/Experience

- Demonstrable experience in media, marketing, advertising or broadcast role, either in editorial or creative departments, including production, creative direction, media scheduling and audience analysis.
- Experience of cross media production to include print, television, radio and social media.
- Experience in Media planning process

Education/Training

- University degree in Psychology, Human Relations / Sociology, Public Relations, Media or related field.
- Higher Secondary education and completed higher vocational training leading to a formal technical or professional certification with 3 years' function related experience or Secondary education and completed advanced vocational training leading to a professional qualification or professional accreditation with 5 years post related experience.

Language

English: Good level of written and spoken language skills.

NOTE: The work both oral and written in this post and in this Headquarters as a whole is conducted mainly in English.

Desirable Qualifications:

Professional/Experience

- Prior experience working in PSYOPS section OPS and Plans, Target Audience Analysis or media sections.
- Experience drafting operational plans. Experience of working within a CIV/ MIL environment, including interagency coordination with NGOs and IOs Experience of working in a training, advise and assist role developing capability with HN military and government departments.
- Experience as a PSYOPS staff officer or non-commissioned officer in NATO mission.
- Experience working as a TV, Radio or Print Journalist.
- Experience working in digital and SM Operation
- Art direction for print layout and television.
- Concept and scripting for short form (commercials) radio production.
- STRATCOM planning.
- Experience in PSYOPS, IO, Media Operation

Education/Training

- Academic background in marketing, journalism, and/or social sciences Relevant course in Civil Affairs or CIV / MIL cooperation.
- National or NATO PSYOPS , IO, Media Operation related course

Personal Attributes

- Must be comfortable in routine engagement with civilian and military actors at the strategic / ministerial level, building productive relationships that support the intent of COM CJPOTF.
- Strong critical thinker along with the ability to make strong arguments based on sound analysis.
- Highly effective communicator orally and in writing, personable and confident, prepared to work hard to maintain superior situational awareness
- Comfortable speaking to large groups and addressing high ranking government officials. Resourcefulness; will be required to solve challenging problems outside areas of expertise.

Managerial Responsibilities

- Responsible for training incoming military staff in Ops / Plans.

Professional Contacts

- Regular professional contacts with others inside and/or outside immediate organisation on functional matters.
- Solicits/gives information and provides advice/guidance.

Contributions to Objectives

- The work involves the analysis and research of a complete task with recommendations affecting the plans and management of the organisational element.

Work Environment

- The employee may be required to perform a similar range of duties elsewhere within the organisation at the same grade without there being any change to the contract.
- The work is normally performed in a NATO office working environment/ secure office environment with artificial light and air (e.g. Bunker).
- Normal Working Conditions apply.
- The risk of injury is categorised as: No Risk.

NON SENSITIVE INFORMATION RELEASABLE TO THE PUBLIC

Benefit Package:

- Monthly salary of € 6,004 (Tax free in the host country).
- Daily Allowance of € 87.69 while working in Afghanistan.
- Start and End of Contract paid transportation from residence to theatre and return.
- Two days of annual leave per month.
- 5 days "Leave from Theatre" and 2 days of travel plus reimbursement of travel expenses up to 1250 Euro for every 6 months spent in Theatre.
- Medical Insurance from Cigna (including death and disability coverage), small fee charged plus 50% of monthly premium covered by RS HQ.
- Free accommodation in the camp.
- Meals of good/reasonable quality available to purchase.
- Laundry is at a nominal charge through the contracted laundry company.
- Clothing Allowance of 400 Euro per year.
- Medical and Immunization package prior to deployment.

If interested, please apply in accordance with the General Information for applicants provided through the following link:

<https://jfcbs.nato.int/resources/site2512/General/Documents/general-information-applicants.pdf>

Application form can be found at: <https://jfcbs.nato.int/rsm/jobs>

IF APPLICANTS DO NOT MEET ALL ESSENTIAL CRITERIA, THEY SHOULD NOT APPLY AS THEIR APPLICATION WILL NOT PROGRESS TO THE INTERVIEW STAGE.

We also do not accept Resumes or CV's in lieu of the official RS Application form as noted in the "*General Information for Applicants*"