



*Cocody 2 Plateaux, ENA, Rue J9, 28 BP 633 Abidjan 28, Republic of Côte d'Ivoire*

## **REQUEST FOR EXPRESSION OF INTEREST**

**TRANSCO CLSG, COTE D'IVOIRE, LIBERIA, SIERRA LEONE, GUINEA  
(CLSG) Interconnection Project  
ID No. – P113266**

### **ASSIGNMENT TITLE: COMMUNICATION OFFICER**

**Credit No. : 5110-LR  
EOI Ref No. CS-04/PIU**

The International Development Association (IDA) granted to the Government of Liberia global financing of One Hundred and forty four million and five hundred thousand dollars (\$144.5,) for the implementation of the Interconnection Project Côte d'Ivoire, Liberia, Sierra -Leone, Guinea (CLSG). Part of this amount is to be used to finance the following contract: Individual Consultant for the position of Communication Officer.

The Communication Officer (CO) will provide strategic and general supervision for TRANSCO CLSG. She/he will develop a robust communication strategy and policies for TRANSCO CLSG. In particular, the CO supports TRANSCO CLSG internal and external communications with all stakeholders on project implementation and post implementation across a wide range of media (web, print, radio, television, etc) to disseminate TRANSCO CLSG's messages, views and positions in order to raise the organization's profile and create greater awareness of the organization and its activities. The duration of the assignment is for two and half years (30 months).

The services to be provided shall include but not necessarily be limited to the following:

- Design, develop and implement a robust communications strategy to enable TRANSCO CLSG effectively communicate with key stakeholders (donor partners, Board of Directors, Government Officials, regulatory agencies) and the public, on project implementation.
- Take the lead role in sensitization and awareness on the CLSG project implementation particularly in the areas of environmental and social management program to help ease site turnovers to TRANSCO CLSG;
- Ensure that the most effective means and tools are used for communicating with the various categories of stakeholders and determine the types of information to be provided to each category;
- Develop communications material and produce TRANSCO CLSG's monthly newsletter, prepare the interim and final reports of the General Manager, and write and edit TRANSCO CLSG's annual report, brochures, etc;
- Increase coverage and understanding of TRANSCO CLSG's work through developing and maintaining media contacts and providing newsworthy information;
- Setup procedure to collect, classify, and store organization information,
- Create policy for easy access and retrieval of information ;
- Development of process to conduct information audits, manage online databases and content management systems ;
- Writing press releases and editing reports, publications and website content;
- Overseeing the development of new information technology systems to ease communication and collaboration among team members; this includes intranet system setup and management, etc.
- Responding to enquirers' requests using electronic and printed resources;

- Providing training and advice to colleagues on the use of electronic information services, giving presentations and consultations to management,
- Managing a range of communications projects

The positions is resident at the Head Office which is located in Abidjan, Cote d'Ivoire. All job holders may however, be required to make visits to the field offices of TRANSCO CLSG and/or the project sites located in any of the following countries: Cote d'Ivoire, Liberia, Sierra Leone and Guinea.

TRANSCO CLSG now invites eligible applicants ("Individual Consultants") to indicate their interest in providing the services described above. Interested consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services, including CVs, description of similar assignments, experience in similar conditions, etc..

The requirements are:

- Bachelor Degree in Mass Communications, Journalism, Marketing or other related field plus 10 years of relevant professional experience,
- Highly proficient in written and spoken English or French. Solid working knowledge (specially in writing) of the other language will be a strong added advantage.
- Proven writing and editing skills and experience with ability to convey messages with clarity and precision;
- Previous experience in a similar capacity with a regional organization or an international organization is highly desirable;
- Strong research and analytical skills with ability to rapidly analyse and integrate diverse information from varied sources into conclusions and recommendations;
- Excellent interpersonal skills and a willingness to work in a team environment;
- Strong knowledge of the media environment including print, broadcast and digital.
- Excellent knowledge of MS Office tools, knowledge of desktop publishing or web content management;
- Good ability to operate under pressure and tight deadlines with accuracy and professionalism;
- Result oriented individual with ability to prioritize work to meet deadlines.

The attention of interested individual consultants is drawn to paragraph 1.9 of the "World Bank's Guidelines: *Selection and Employment of Consultants by World Bank Borrowers under the IBRD Loans and IDA Credits and Grant*" (January 2011, Revised July 2014) setting forth the World Bank's policy on conflict of interest.

[http://siteresources.worldbank.org/INTPROCUREMENT/Resources/Consultant\\_GLs\\_English\\_Final\\_Jan2011\\_Revised\\_July1\\_2014.pdf](http://siteresources.worldbank.org/INTPROCUREMENT/Resources/Consultant_GLs_English_Final_Jan2011_Revised_July1_2014.pdf)

A Consultant will be selected in accordance with the Individual Consultants Selection method set out in the World Bank's *Guidelines: Selection and Employment of Consultants by World Bank Borrowers under IBRD Loans and Credit and IDA Grant*"(January 2011, Revised July 2014).

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Further information can be obtained at the address below during office hours from *Monday to Friday between 09:00 AM and 05:00 PM during working days*. Or can be obtained upon request, by writing an email to: [info@transcoclsg.org](mailto:info@transcoclsg.org); [rkeita@transcoclsg.org](mailto:rkeita@transcoclsg.org); [mkeita@transcoclsg.org](mailto:mkeita@transcoclsg.org) .

Expression of Interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by 5:00 PM GMT on **20<sup>th</sup> April, 2015**. Only shortlisted candidates will be contacted.

The address referred to above is :

**The General Manager**

**TRANSCO CLSG**

**Cocody II Plateaux, ENA, Rue J9**

**28 BP 633, Abidjan, Cote d'Ivoire**

**E-mail :** [recruitment@transcoclsg.org](mailto:recruitment@transcoclsg.org), and copied : [info@transcoclsg.org](mailto:info@transcoclsg.org);  
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