

## CALL FOR EXPRESSIONS OF INTEREST

### **Graphic Designers (Consultants)**

<b>Reference number:</b>	EOI/CMS/2021/03
<b>Office:</b>	Court Management Section (CMS)
<b>Date issued:</b>	29 November 2021
<b>Deadline for expressions of interest:</b>	31 January 2022
<b>Duty Station</b>	Remote or at the ECCC, as required

#### **General Background**

The United Nations Assistance to the Khmer Rouge Trials (UNAKRT) provides technical assistance to the Extraordinary Chambers in the Courts of Cambodia (ECCC), which is a domestic judicial institution established in accordance with Cambodian law. The ECCC has jurisdiction to bring to trial senior leaders of Democratic Kampuchea and those who were most responsible for the crimes and serious violations of Cambodian penal law, international humanitarian law and custom that were committed during the period from 17 April 1975 to 6 January 1979.

UNAKRT is seeking expressions of interest from suitably qualified graphic designers to assist with the illustration of print and digital content. Successful candidates will be placed on a roster and their services may be requested from time to time according to the overall requirements of UNAKRT/ECCC.

#### **Duties and responsibilities**

Under the overall supervision of the Programme Management Officer, Office of Administration, the Graphic Designer will be responsible for the following duties:

- Create designs and layouts for ECCC or UNAKRT publications, information materials, event programmes, brochures, posters etc, in print and digital formats;
- Design, illustrate and update creative content and graphics for websites and social media platforms, including static and interactive features;
- Arrange and synthesize complex information and present it in a user-friendly and visually appealing format;
- Take initiative to create new content and improve existing content;
- Maintain brand consistency, aesthetic, style and quality in all work; and
- Perform other duties as required.

## **Competencies**

**Professionalism:** Shows pride in work and in achievements, is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations; takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work.

**Creativity:** Actively seeks to improve programmes or services; offers new and different options to solve problems or meet client needs; promotes and persuades others to consider new ideas; takes calculated risks on new and unusual ideas; thinks “outside the box”; takes an interest in new ideas and new ways of doing things; is not bound by current thinking or traditional approaches.

**Technological Awareness:** Fully proficient computer skills and use of relevant software and applications, e.g., graphic design software; keeps abreast of available technology; understands applicability and limitations of technology to the work of the office; actively seeks to apply technology to appropriate tasks; monitors technology trends.

## **Qualifications**

**Education:** University degree or diploma in graphic design, visual arts, media, communications, marketing, advertising or a related field is required. Substantial experience in these areas may be considered in lieu of a formal qualification.

**Experience:** A minimum of two (2) years of professional experience in graphic design or related field is required. Experience in English in an international environment is an advantage. Experience with, or knowledge of the ECCC is an advantage.

**Language:** The official working languages of the ECCC are Khmer, English and French. For this consultancy, fluency in English and/or Khmer is required. Knowledge of French is an advantage.

**Computer skills:** Proficiency in relevant computer applications, e.g. Microsoft Word and Adobe Creative Cloud (Photoshop, Illustrator, InDesign etc) is required. Working knowledge of HTML, CSS and JavaScript is an advantage.

## **Assignment fees**

Fees are set in accordance with the size and scope of assignments, and are subject to standard UN consultancy rates.



### **Expressions of Interest**

Interested applicants are requested to submit a completed and signed application form (P.11) in English, together with copies of relevant supporting documents, by email to [unakrt-jobs@un.org](mailto:unakrt-jobs@un.org) by the deadline.

**Applicants are encouraged to provide a digital portfolio with their applications (by hyperlink, QR code or similar). Hard-copy portfolios or attachments should not be submitted.**

The [P.11 form](#) should be downloaded from the UNAKRT website. Candidates under serious consideration will be shortlisted for interview. Preference will be given to equally qualified female candidates. Consultancy contracts will be offered subject to the needs of the ECCC and only for the required period(s). Due to the large volume of applications, only those candidates under serious consideration will be contacted.

