

TERMS OF REFERENCE

Title	Writer / Editor for Yemen CFSS
Contract type	CST WAE
Duration	25 days during the period 27 February – 27 April 2012
Duty station	Remote support and 2 weeks in Sana'a, Yemen

Background

Yemen is characterized by high food insecurity and malnutrition with rates of child malnutrition and maternal mortality being amongst the highest in the world. The country faces multi-dimensional challenges: High population growth (>3%) associated with gender inequalities; poor access to social infrastructure; long-lasting effects of the triple F-crisis (food, fuel, financial) increasing the number of people affected by food insecurity and poverty; internal conflicts in several parts of the country (Sa'adah in the north, Abyan in the south); continuous influx of refugees from Somalia and Ethiopia; and recurrent droughts and floods.

Yemen is one of the countries affected by the political unrest in the Middle East and North African region. In many parts of the country, including the capital Sana'a, protesters are calling for an end to the three-decade rule of the current presidency. Given the tribal organization of the society, the situation is highly volatile and there is a risk of political disruptions and increased escalations and insecurity within the next weeks and months.

The Comprehensive Food Security Survey (CFSS) will enhance the food security knowledge base to inform programme decision-making to combat transitory and chronic food insecurity in Yemen.

Main responsibilities

The services of a professional writer / editor are required to support the CFSS team in presenting the food security analyses in a compelling and easy to understand way for decision-making and food security advocacy purposes.

The writer/editor will be specifically responsible to:

1. Write and edit the CFSS document with key messages and programme implications clearly highlighted.
2. Edit text and correct grammar, style and inconsistencies and ensure consistent and attractive lay-out of the CFSS.
3. Assist food security analysts in drafting text and suggest ways of presenting complex analyses in a convincing and easy to understand manner.
4. Based on the analysis, assist in the preparation of a range of advocacy material, including executive summaries, thematic briefs and flyers, when required.
5. Provide writing support in Yemen for the period of 25 February - 7 March.

He/she will work under direct supervision of the Senior Programme Adviser (CFSVA).

Deliverables

- Initial draft report at the end of the in-country period ready for circulation to stakeholders
- Final report with all comments for stakeholders incorporated
- An executive summary report to be used as an advocacy piece for the country office

Timeframe (tentative)

- A 2 week working session in Sana'a, Yemen, is scheduled to take place from 25 February - 7 March. Time in Yemen may be extended as needed and will culminate with a presentation of preliminary results.
- Incorporation of comments and creation of final report and executive summary during the period between 8 March – 13 April

Minimum qualifications and experience required

- BA in languages or journalism
- Proven ability to transform dry or poorly written text into clear, easy to understand English
- Experience in extracting the 'story' from data and technical reports, with a sharp eye for accuracy at all times
- Good knowledge of design and lay-out
- Mother tongue English. Fluency in Arabic is an asset.