


VSA Assignment Description

Assignment Title	Communications & Content Mentor
Assignment Modality	UniVol Assignment
Assignment Number	41998
Country	Autonomous Region of Bougainville, Papua New Guinea
Location	Buka
Partner Organisation	Directorate of Media and Communications (within the Autonomous Bougainville Government (ABG))
Duration	10 months
Sustainable Development Goals	

1. Partner Organisation Overview

The primary objective of the Directorate of Media and Communications (DMC) is to ensure that proper media and communication structures are in place to enable the ABG to effectively communicate with communities across the Autonomous Region of Bougainville (ARoB). This entails providing a range of communications support and advise to the ABG through a whole-of-government approach with special focus on the current government's independence strategy, and the soon to be commissioned Communications Framework.

The Directorate currently utilises radio, print media, as well as the official ABG website to communicate with its audience. The DMC's social media presence is limited, but this is an area for future support. Additionally, in the future the Directorate hopes to introduce other mediums of communications, including a TV station. The Directorate is also responsible for administering ABG the records and archives database.

Despite the challenges that many ABG departments continue to encounter, the Directorate has made advancements in key work streams, such as the regular production of the Bougainville Bulletin, management of mobile radio and motion picture vehicles, and administration of digital media.

2. Assignment Overview

DMC has hosted UniVols in the past (most recently in 2019), where the focus of their assignments was on print media and the establishment of the ABG website. With those forms of media now functioning well (although there is still scope in this assignment to assist with the website), there exists significant potential for a volunteer to support them with this learning.

The volunteer will provide support right the way through from content planning, to content creation, and content publication. Focus will be given to ensuring that new social media content is in alignment with the ABG's new Communications Framework, and that staff understand how it will be applied.

3. Goal/Outcomes/Outputs

Goal

DMC staff are confident and capable in creating and publishing accurate and high-quality digital and social media content for the ABG's media platforms that all Bougainvilleans can access.

Outcome 1

The DMC improves the current digital and social media content creation, in line with the Bougainville Media and Communications Strategy & Framework (the framework).

Outputs:

- Provide ongoing day-to-day mentoring to build capacity of DMC staff to capture and create creative and engaging content that showcases ABG activities
- Ensure that DMC staff understand how content fits within the framework
- Provide any on-the-job mentoring and training to DMC staff around methods of capturing digital content and post-production processes
- Implement training/capacity building and develop supplementary training documentation to enhance current social media new forms of digital communication

Outcome 2

DMC content is being regularly published on a range of digital platforms, and ensure it reaches key audiences and stakeholders.

Outputs:

- Review relevant literature and audience research survey (2015 & 2018) on media usage amongst Bougainvilleans
- Support DMC staff to ensure that the necessary digital platforms for content publishing are properly set up, are fit for purpose, and are accessible for all users
- Support DMC in tracking the effectiveness and impact of their digital content published online

4. Reporting, Working Relationships and Capacity Building

The volunteer will primarily work with DMC staff responsible for the Bougainville Bulletin, ABG website and digital media content. The volunteer will receive guidance from the DMC's Director and Operations Director.

The volunteer will report directly to the Director and the DMC and will be accountable to the Director. On a day-to-day basis, the volunteer will predominately work with the Operations Director .

The volunteer and Directorate of Media and Communications, Autonomous Bougainville Government (ABG) will have an ongoing relationship with the VSA programme manager in terms of assignment monitoring, reporting, professional advice, and personal support

As needs on the ground may change over time, the volunteer is encouraged to review and update the Assignment Description on arrival in consultation with the partner organisation and VSA Programme Manager. By their very nature, development situations can involve significant change, so it is advisable that the volunteer periodically reviews and reflects on the Assignment Description throughout the Assignment to ensure the best development outcomes are being achieved.

5. Selection Criteria/Position Requirements

Professional Specifications

Essential

- Degree in communications, information technology or marketing
- Excellent written communication and editing skills
- Knowledge of website and social media platforms for mass communication
- Excellent computer literacy

Desirable

- Experience in communication and stakeholder engagement
- Knowledge of video and photo editing software
- Ability to promote co-operation between organisations

Personal Specifications

Essential

- Community-minded, with a willingness to learn about, and respect Bougainvillean values and protocols
- Ability to work in a cross-cultural environment
- A willingness to learn the local language (Tok Pisin)
- Ability to exercise initiative, work independently, and solve problems
- The ability to adapt to changing situations, and be flexible to change where factors may be beyond your control
- Willingness to travel to remote locations by and work in rural environments

Desirable

- Experience working and living in a developing country
- Experience working in a capacity building role

6. VSA Essential Attributes

- Commitment to volunteering, to VSA and to the partner organisation
- Cross cultural awareness
- Adaptability and a willingness to approach change or newness positively
- Able to form good relationships, both personally and professionally, with work colleagues and in the community
- Resilience and an ability to manage setbacks
- Initiative and resourcefulness
- An ability to facilitate learning through skills exchange

7. Country Context

Refer to **Appendix 1**

8. Living and Working Situation

Refer to **Appendix 2**

Additional Information

Residency status

VSA volunteers must be New Zealand citizens or have New Zealand permanent residency status, and currently living in NZ.

Pre-departure briefing

As part of the volunteer's contract, successful candidates will be required to take part in a pre-departure briefing course run by VSA in Wellington and complete all required pre-reading.

Final appointment

Final appointment will be subject to satisfactory medical and immigration clearances (costs covered by VSA), partner organisation acceptance, and successful completion of the pre-departure briefing course.

Family status

Partners or dependent children cannot accompany UniVols.

Fundraising

VSA funding stakeholders are both the Ministry of Foreign Affairs and Trade (MFAT) and donors. We ask volunteers to fundraise to help cover the cost of sending volunteers throughout the Pacific and beyond. Fundraising can be as simple as doing something you enjoy with a group or friends, and our Fundraising team is available to help you every step of the way.

Vaccination requirements

Potential volunteers are advised that VSA's insurers require volunteers to be vaccinated, prior to departure, in accordance with the instructions of VSA's medical adviser. VSA covers the cost of any required vaccinations.

Children's Act

While on assignment, VSA volunteers may be required to work with children and/or may choose to participate in informal activities in their own time that involve interactions with children (such as coaching teams or teaching English). VSA is committed to the protection of vulnerable children and adults, which also includes meeting our commitment under the Children's Act 2014.

The information requested during the application process is necessary to assist VSA to determine applicant suitability to work and/or interact regularly with children, and is part of a series of pre-selection checks undertaken on all applicants for VSA assignments.

Volunteer package

The volunteer's package includes the following:

Reimbursements and grants

1. The volunteer may be entitled to an establishment grant to help them set up in their country of assignment, and a rest and respite grant after a specified period of active service in-country to encourage the volunteer to take a break away from the immediate assignment

location. These grants depend on the length and location of the assignment. The volunteer's contract will specify any grant entitlements.

2. A resettlement grant of NZ\$200 will be paid for each month the volunteer is on assignment. This is payable on completion of the assignment.
3. The volunteer will receive a monthly living allowance of PGK 2,100.

Accommodation

Basic, comfortable furnished accommodation will be sourced by VSA. In some circumstances volunteers may be asked to share accommodation.

Airfares and baggage allowance

VSA will provide the volunteer with economy airfares to and from New Zealand for their assignment plus a baggage allowance.

Insurance

VSA will provide travel insurance to cover baggage and personal property, and non-routine medical expenses for the duration of the assignment. Further details of the insurance cover will be provided during the volunteer pre-departure briefing.

Utilities

VSA will reimburse volunteers reasonable expenses for household utilities while on assignment.

Final terms and conditions relating to the specific volunteer assignment will be confirmed in a personalised volunteer contract.

Appendix 1: Autonomous Region of Bougainville (ARoB)

The Autonomous Region of Bougainville (ARoB) is the largest island in the Solomons Island Archipelago, situated on the border between Papua New Guinea and the Solomon Islands. Despite being more culturally, linguistically, and geographically aligned to the Solomon Islands chain to the south, ARoB was politically absorbed into the Australian-administered Territory of Papua New Guinea after World War II, and ultimately into the independent nation of PNG in 1975. Following a devastating conflict through the 1990s, a Peace Agreement was signed in 2001 which included a requirement for a referendum on its political future. The overwhelming vote for independence in the 2019 referendum means that Bougainville's political future is still a very current question

While the autonomous region has had a particularly difficult colonial and post-colonial history, the people of Bougainville continue to demonstrate tremendous resilience in the face of these challenges. Bougainvilleans are a hardworking, proud and happy people, and continue to display innovation and strength in spite of complex political and social challenges.

For more information on ARoB, see:

- [Autonomous Bougainville Government News](#)
- [RNZ Bougainville](#)
- ['Bougainville - A risky assignment'](#) - An account by MFAT of New Zealand's role in helping to bring peace to Bougainville
- [New Zealand Aid Programme in PNG](#)
- Former Volunteer Travel Website: [Travel Inspired'](#)

VSA in the Autonomous Region of Bougainville

New Zealand has a significant relationship with Bougainville, one that was largely formed through the role it played with helping to bring peace to the island during The Crisis. VSA is an integral part of New Zealand's presence in Bougainville, and is well supported by funding from the New Zealand Ministry of Foreign Affairs and Trade. VSA has been present in Bougainville since 1998, and has sent hundreds of volunteers to support Bougainville in building its health, agriculture, education, and governance sectors.

VSA volunteers are regularly based in throughout all the main areas of Bougainville and they are supported by a by a VSA office in Arawa and Buka. The Programme Manager is based between Arawa and Buka and a full time Programme Coordinator assists from the Buka office.

General security

The physical, psychological, and cultural damage resulting from a decade of civil conflict will take many years to heal. While there has been many years of peace in Bougainville, it will continue to take time before people gain confidence and build trust within their communities and with outsiders.

Volunteers must be aware of, and accept the heightened risk, and adopt behaviour that reflects due caution. This includes taking precautions such as not moving around after dark alone, keeping the house secure and keeping items of value out of sight. All VSA volunteers to the ARoB must sign a set of security protocols that set out behaviour, designed to minimise risk.

VSA has confidence in the peace process and a commitment to the people of the ARoB. The Programme Manager is constantly monitoring the security situation. VSA has found the people of Bougainville to be incredibly hospitable, friendly and keep watch over VSA volunteers as needed.

Appendix 2: Living and working situation

Buka

Buka is a vibrant and optimistic town located in the north of Bougainville. It is actually situated on Buka Island, which is separated from the main Bougainville Island by a 400-meter-wide stretch of water known as the Buka Passage. This passage can be crossed in one of the many small boats that run during daylight hours.

The climate is hot and humid all year round, with daily temperatures of 25 to 35 degrees. November to May can bring more rain and unsettled weather (this is the tropical cyclone season in the South Pacific), however daily rain is common at any time of the year.

Buka is the administrative centre of Bougainville and houses the Autonomous Bougainville Government (ABG), along with the offices of its many departments. Now days it is a busy place with growth in the public sector, private sector, and also an increasing number of NGOs and foreign partners.

Buka is well serviced with shops, a couple of bars, a handful of restaurants, a post office, a bank, a bakery, and a general hospital. Located in the centre of town is the main market, selling with a wide variety of locally grown, organic, and seasonal produce all at a very reasonable price. A small number of shops import some food items from Australia and New Zealand, and you can often find what you require (although it may be a bit more expensive than what you are accustomed to).

Buka is serviced by 6x flights a week at an airport on the edge of the town. All roads within Buka town are sealed, and the main road up Buka Island is sealed. Transport south down Bougainville Island is possible during weekdays, and takes around 4 hours in a Toyota Landcruiser vehicle. Boats are available for hire from the main boat stop in Buka for fishing and island hopping. Unfortunately, there are no reliable boats from Buka to the neighbouring provinces (New Ireland and East New Britain).

Outside of work, volunteers often find themselves socialising with colleagues or local friends, other volunteers, or other expats on the weekends. Day trips on the boats are always a great way to spend a sunny day, with a number of stunning islands located in close proximity to Buka. There are a couple of beaches that are accessible for use (although it should be noted that beaches still require permission for access in Bougainville). Many volunteers get involved in the wider community, through sport, church, or small projects.

Infrastructure in Buka continues to improve with each passing year. Currently there are three different mobile network providers, all offering reliable, fast, and reasonably priced service. The town power in Buka comes from diesel generators, and blackouts still can occur but are becoming less frequent.

The Directorate of Media and Communications Office is located 500 meters along the main road from the VSA volunteer accommodation. The office is set within the airport grounds, and is a small but tidy office with air conditioning. There are small fruit stalls outside the office, and some well-stocked shops across the road. While the DMC team is based in Buka, they often travel out to other parts of Bougainville for events, which presents a great opportunity for a volunteer to join and see more of the region.

Appendix 3: Map of the Autonomous Region of Bougainville

