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Title: Lead Communications Officer IO0061

Description:

Application Deadline: 03/01/2027
Department: Office of the Director-General
Section / Project: Communication Section
Job Grade: P3/P4 (SALARY SIMULATOR)
Language Requirements: Fluent in English (written & spoken)
Contract Duration: Initial Employment Contract up to five years with possibility for extension

*The selection process will be conducted with the objective of filling **the below vacant position** with also the purpose of drawing up a reserve list of rostered candidates for future vacant positions. The reserve list initially remains valid for two years, with the possibility of extension at the Director-General's discretion.*

Please note that the entry grade of this position begins at P3 and the final grade offered to the selected candidate is subject to the decision of the IO Director General.

Overview

Are you looking for an exciting opportunity at the heart of an ambitious fusion energy project?
Join us as a **Lead Communications Officer** where your goals will include:

- Leading the planning, delivery and evaluation of communications strategies, campaigns and annual work plans aligned with organizational priorities.
- Coordinating media relations activities, including management of major media opportunities and sensitive enquiries.
- Representing ITER with media and external stakeholders and at selected conferences, briefings and institutional engagements.

Key Duties & Responsibilities

Primary Responsibilities

- Leads strategically significant or organization-wide portfolios and complex assignments, developing communications frameworks and programs within the scope of activity.
- Delivers and monitors media relations activities, including proactive engagement with priority media, development of relationships with key journalists, management of major media opportunities and sensitive enquiries, and preparation of senior officials for interviews.

- Provides communications support, including speeches, talking points, briefing materials, media lines, presentations, articles as required.
- Coordinates editorial planning and content governance to promote quality, consistency, accessibility and oversees communications for high-profile initiatives, milestones, issues, events, conferences, and public-engagement activities.
- Oversees the day-to-day delivery of internal communications, coordinating internal communications approaches, channels and content to ensure personnel receive timely, accurate and relevant information on organizational priorities, developments and achievements, in line with the strategic direction established by the Head of Communication.
- Develops clear, accurate and engaging communications plans, including tailored messaging, for major ITER announcements, milestones, institutional initiatives and high-profile issues, coordinating activities across relevant channels and audiences.
- Maintains effective relationships with internal stakeholders, Domestic Agencies, Member institutions, international organizations and other priority stakeholders to strengthen coordination and external engagement.
- Applies audience insight, channel analytics, media coverage and stakeholder feedback to identify risks and opportunities, assess effectiveness and improve future communications.
- Represents ITER with media and external stakeholders and at selected conferences, briefings and institutional engagements, and may serve as an ITER spokesperson on matters delegated by the Head of Communication.

Additional Responsibilities

- Contributes to crisis and issues communications, working with the Head of Communication and relevant organizational functions to support timely, accurate and coordinated communications on sensitive matters.
- Manages external service providers and communications deliverables, including briefs, schedules, budgets, quality assurance, and performance monitoring.
- Contributes to the development of communications standards, tools, templates, processes, and coaches colleagues, ensuring cross-functional collaboration.
- Manages assigned communication contracts and related procurement activities as required.

Please note that job descriptions cannot be exhaustive, and the staff member may be required to undertake other duties, which are broadly in line with the above primary responsibilities.

Experience & Competencies

Essential:

- **Substantial experience** in a strategic communications role, preferably within the public sector.
- **Public Communications:** Assessment, development and execution of communication and outreach efforts to external audiences, including liaising with and presenting information to a variety of external audiences.
- **Strategic Communications Planning:** Develops and implements communication strategies aligned with organizational objectives and stakeholder needs.
- **Strategic Mindset:** Clarifies the Organization's vision and strategy and ensures that efforts are prioritized to support them. Creates strategies that leverage competitive advantages and emerging trends.
- **Media Relations:** Manages relationships with journalists and media outlets and develops proactive media opportunities.

- **Negotiation:** The ability to effectively communicate, collaborate, and reach mutually beneficial agreements in various situations. Interpersonal skills to build rapport, establish trust, and maintain positive relationships with others involved in the negotiation process.
- **Reputation Management:** Ability to protect and enhance organizational credibility, trust, and public image.
- **Communication and Collaboration:** ability to build effective working relationships across organizational and professional boundaries and provide practical digital communication advice to colleagues and stakeholders.
- **Stakeholder Management:** Abilities to maintain strong relationships with communication counterparts, to develop networks and build alliances, to collaborate across boundaries to build strategic relationships and achieve common goals.

Desirable:

- **Presentation:** Effectively communicating information, ideas, or messages to an audience in a clear, engaging, and compelling manner.
- **Storytelling:** Translates complex information into clear, compelling, and audience-focused content across multiple channels.
- **Contract Management:** Negotiating contracts, monitoring their execution in line with the rules and regulations in place, ensuring adherence to contractual terms and conditions.
- Working knowledge of French or another ITER Member language.

Qualifications

Essential:

- Master's degree or equivalent in communications, marketing, journalism, international relations, or another field relevant to the duties of the post.
- *The required education degree(s) may be substituted by extensive professional experience involving similar work responsibilities and/or additional training certificates in relevant domains.*

The following items apply to all jobs and job holders for the duration of tenure at ITER Organization:

- **The CARE Values are a framework of principles that guide our actions and define the culture and spirit of the ITER Project:**

Collaboration: We collaborate with commitment and flexibility using the power of teamwork, building partnerships, and working with others to reach shared objectives;

Accountability: We are accountable for the whole project - we take responsibility for our specific actions and are transparent in our daily work, holding self (ourselves) and others accountable to meet commitments;

Respect: We treat each other with respect and dignity at all times, knowing that all of us belong here. We appreciate the value that our multicultural and diverse community brings to the ITER Project;

Excellence: We are driven by excellence; we are agile and innovative while maintaining the highest standards of safety, quality and integrity;

- **ITER Core Technical Competencies**:
    1) **Nuclear Safety, Environment, Radioprotection and Pressured Equipment**
    2) **Occupational Health, Safety & Security**
    3) **Quality Control & Quality Assurance Processes**
- **Knowledge of these competencies may be acquired through on-board training at basic understanding level for all ITER staff members;**
- Implements the technical control of the Protection Important Activities, as well as their propagation to the entire supply chain;
- May be requested to perform other duties in support of the project as defined by your line manager, and when relevant upon the request of the matrix manager;
- May be requested to work outside the ITER Organization reference working hours, including nights, weekends and public holidays, due to business needs - this may include on-call, shift work, etc.
- May be requested to be part of any of the project/construction teams and to perform other duties in support of the project;
- For staff expected to perform on-call, shift hours, or other work outside ITER Organization reference working hours, including nights, weekends, and public holidays, **the possession of a driving license valid in France is required. no commuting vehicle will be provided by the ITER Organization.**
- Informs management of any important and urgent issues that cannot be handled by line or matrix management and that may jeopardize the achievement of the Project’s objectives;

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