2018 Young Professionals Programme

Communications Guidance Note for Member States Focal Points

The Office of Human Resources Management (OHRM) at the United Nations Secretariat is pleased to provide Member States’ focal points with a communications toolkit as to assist participating Member States in the promotion of this entry-level programme to their nationals.

What communications products are available and how to use them?

<table>
<thead>
<tr>
<th>Product</th>
<th>Purpose</th>
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</thead>
<tbody>
<tr>
<td>YPP website</td>
<td>This page (careers.un.org/ypp) serves as the main gateway to all information about the YPP. All applicants should be encouraged to use the page as the primary source of information.</td>
</tr>
<tr>
<td>Flyer</td>
<td>This flyer provides an overview of the YPP 2018. Focal points should widely distribute it electronically or in a print version.</td>
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<tr>
<td>Press Release template</td>
<td>This announcement can be released by the participating Member States to relevant media and organizations in order to draw the attention of potential applicants to the YPP.</td>
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<tr>
<td>Website text template</td>
<td>Participating Member States are encouraged to place this text on their websites on the appropriated pages.</td>
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<tr>
<td>Social media</td>
<td>Member States are encouraged to share contents from the UN Careers accounts in their own social media. facebook.com/un.careers &amp; twitter.com/un_careers</td>
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</table>

Important to know for 2018:

✓ The exams will be administered online for three areas: Legal Affairs, Social Affairs, Statistics.
✓ Guidance on online examinations and testing of the platform will be made available well in advance of the exam (both for focal points and convoked candidates).

How can potential applicants ask questions?

YPP page on the UN Careers Portal

✓ All applicants should always be referred to the YPP page on the UN Careers portal as a first step. This page covers all critical aspects of the 2018 YPP and includes an FAQ section.

Virtual information sessions

✓ The UN’s HR outreach team is available for virtual information sessions if requested by participating Member States and other multipliers.
✓ In addition, Q&As will be periodically conducted on the UN Careers social media. Potential applicants should follow these accounts.

Languages: All core products are available in English and French.

Contacts for YPP focal points

YPP focal points may contact OHRM representatives at any time for any questions they may have and to receive communications products:
- For YPP questions: ypp2018@un.org
- For communications questions: talentoutreach@un.org