

Job Title **Learning & Communications Manager**
Grade **E**
Reports to **Deputy Director, Monitoring, Evaluation, Research & Learning (MERL)**
Location **Kenya**

Role Purpose:

The Learning & Communications Manager is responsible for the identification, collation, packaging and dissemination of programmatic learnings including leading any regional or country-level dissemination collaborations or learning circles.

Context of Role:

WISH 2 (Women's Integrated Sexual Health) is one of three components of the overarching WISH Dividend programme that is being procured by the UK Foreign, Commonwealth, and Development Office (FCDO). This programme is central to delivering the UK's priorities on empowering women and girls as set out in the International Development Strategy, the UK's strategic approach to sub-Saharan Africa and the International Women and Girls Strategy.

WISH 2 will be divided into two geographic Lots. IPPFAR is planning on submitting a bid as prime for Lot 2 which covers Burundi, Ethiopia, Madagascar, Somalia, South Sudan, Sudan, and Zambia.

Deliverables:

- Develop a programme integrated communications strategy including an internal and external communications plan.
- Manage the external platform that will showcase the work of the programme.
- Support the quality assurance process of any published programme materials.
- Represent the programme at Third-Party Monitor (TPM) led learning activities and events.
- Work closely with the programme Senior Leadership Team to coordinate learning visits from the donor and other relevant stakeholders.
- Facilitate the dissemination of all programme-related findings and recommendations, ensuring necessary follow up is completed in a timely manner.
- Develop programmatic regional and country level learning circles where key data and learnings can be shared with stakeholders.
- Create a database for storing collected case studies and stories for use in programmatic reporting.
- Work closely with team members for the appropriate packaging of conference submissions (abstracts, posters, panel sessions) in line with WISH and FCDO branding guidelines.
- Lead the development of brand personality, assets and usage guidelines for the programme.

Reporting/Management Responsibility:

- Learning & Communications Officer

Expertise:

- Significant experience working in a similar position with a particular focus on packaging and disseminating programmatic learnings in an international development setting, with a preference for multi-country programmes and in the SRHR field.
- Demonstrable experience in communications and learning.
- A good understanding of bi-lateral donor funded programmes. FCDO experience preferred.
- Experience working in matrix organisations.

Skills:

- Excellent interpersonal skills with a proven ability to influence and negotiate.
- Excellent verbal and written communication skills.
- Strong leadership skills including the ability to effectively engage a range of stakeholders.
- Excellent staff and team management skills – including global / virtual management.
- First rate quantitative and qualitative analytical skills.
- Excellent project management skills including experience of reporting to donor agencies.
- Excellent time management skills able to meet tight deadlines.
- Fluent English essential. French or Arabic an advantage.
- Excellent IT skills.

Your Ethos:

- Demonstrate an understanding of and commitment to safeguarding in a local and international context.
- Demonstrates ability and willingness to work in a diverse, multicultural, multilingual and intergenerational environment that is anti-racist and respectful of others.
- An intersectional (pro) feminist passionate about sexual reproductive health care rights + justice, including safe abortion.
- Supportive of people's rights regardless of sexuality or gender identity/expression and supportive of workers' rights and access to health care in sex work.

IPPF is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all employees, volunteers, contractors and partners to share this commitment. Anyone employed with IPPF agrees to sign and adhere to IPPF's Code of Conduct and Safeguarding (Children and Vulnerable Adults) Policy.