

Job Title Learning & Communications Officer
Grade C
Reports to Learning & Communications Manager
Location Kenya

Role Purpose:

The Communications Officer will play a leading role in the design, implementation, monitoring and evaluation of communication activities, while ensuring full compliance with the donors visibility requirements and guidelines with the objective to raise awareness of target audiences about activities, results and impact of the programme.

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:

- Map stakeholders as part of the communication targeting activity planning and update contact point changes.
- Organise press conferences/public events to raise programme awareness.
- Distribute programme activity information to the media that will broaden awareness and impact.
- Maintain a media contact database.
- Collate and maintain creative and communication assets in a brand database for use in promoting the programme.
- Compare programme media coverage across all platforms, reporting on external perceptions and providing commentary on potential responses.
- Upload media and communication information to the programme website.
- Develop social media content in anticipation of programme deliverables, achievements and/or negative coverage.
- Commission the hiring of communication consultants through development of terms of reference and use of IPPF's Vendor Management process.
- Travel to country programme implementation sites to gather beneficiary stories.

Reporting/Management Responsibility:

- None.

Expertise:

- Communications experience in an international aid field context with an understanding of ethical reporting.
- Experience in developing content for social media e.g., Facebook, LinkedIn, X (formerly Twitter) etc.
- Experience in gathering beneficiary stories.
- Experience working in matrix organisations.

Skills:

- Interpersonal skills with an ability to adapt communication styles to suit audiences from different countries/cultures.
- Verbal English communication and written skills, French desirable.
- IT skills (including spreadsheet and powerpoint).
- Analytical and research skills.
- Time management and organisational 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.