



YSAT
EMPOWERING YOUTH
GENERATIONS

Youth Social Advocacy Team
Plot NO.112. Juba Nabari street
Near Turkish Embbassy, In
Tongping
Juba-South Sudan

YSAT - South Sudan Country Program

Email: info@youthsat.org

Website: www.youthsat.org

<https://www.facebook.com/YSATUGANDA>

Call for Applications YSAT/JUBA/CFA/2024/002

Job Title:	Communications Officer
Duty Station:	Juba (Possible travels to Field/Northern Uganda)
Grade:	Y3
Reports to:	Head of Program
Position Open Date:	19 th / Jan /2024
Closing Date:	8 th /Feb/2024
Expected Start Date:	As Soon As Possible
Contract Duration:	6 Months (possible extension)
Budget Responsibilities:	CV&B Budgetline



Youth Social Advocacy Team (**YSAT**) is a Youth-led Community Empowerment, Peacebuilding and Humanitarian Non-Governmental Organization registered in South Sudan as a National NGO with Relief and Rehabilitation Commission (RRC) Reg No. 2407.

YSAT was initiated in 2016 as an advocacy platform for raising voices of Displaced communities in Northern Uganda because of Occurrences of violent conflicts instigated by Hate and inter communal violence, Refugees limited access to Higher Education, Rights and Skills development services, limited participation of displaced communities in the Humanitarian Aid response – case of 2014 Influx of the South Sudanese Refugees in Northern Uganda,

YSAT Visions a Self-sustained and Violence-free Communities with a Mission to Promote Peaceful Communities by tackling barriers to education, hunger and root causes of violent conflicts for displaced communities.

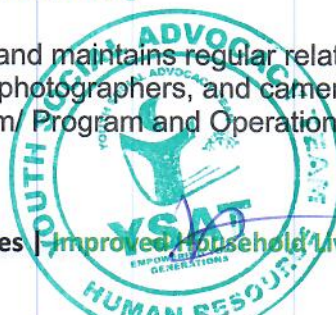
Purpose of the position

Contributing to the implementation of operational communication, Visibility and Branding strategy in both Country Offices according to YSAT standards. Aiming at Creating Awareness of YSAT Brand and building visibility, acceptance and leverage for YSAT and its programs in both countries. Focusing on media alert, local and national media management, staff capacity development, content production and diffusion.

Other tasks include, but are not limited to:

a) Media Management and Monitoring

- S/the CO establishes and maintains regular relations with key local media contacts (journalists, bloggers, photographers, and cameramen/women) under the supervision of the Head of Program/ Program and Operations Manager and Executive Director



- He/ she will handle local media requests and contact local media proactively to pitch YSAT.
- He/she organizes events for local media (Press conference, Press briefing etc). The CO may act as a spokes-person for local media, particularly in local languages not spoken by members of the country, coordination and field teams.
- The CO monitors local media and flags significant articles, trends, news or reports of importance for YSAT or on the context to Program Managers, Area Managers and Executive Director
- He/she produces strategic reports on the local media landscape (key media, audience numbers, political affiliation, ownership, freedom of speech, use of social media) and regularly reports on new developments.
- He/she provides guidance on how to deal with local media at time of crisis.

b) Content Production and Diffusion

- The CO supervises the production of local communication tools and products (leaflets, brochures, posters, radio spots, articles, photos, videos, signposts, billboards, teardrops, banners, note books etc) according to CV&B strategy and budget.
- In particular, he/she will help identify the right communications tools and will adapt/translate communications materials to targeted local audiences.
- The CO actively diffuses YSAT content in the country in local languages and among local media. If judged applicable, he/ she uses social media (twitter, blogs, Facebook etc.) to promote this content.
- Identify new communications platforms and ideas

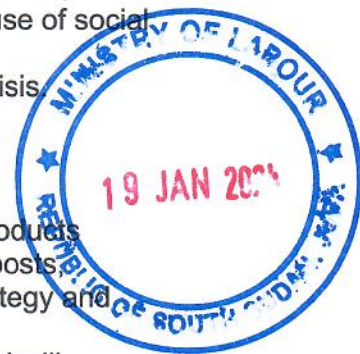
c) Social Media Management

- The CO is responsible for creating and administering content on YSAT local social media platforms to build an audience and ensure community engagement. The CO will also monitor site metrics and respond to comments.
- The CO will organize and coordinate social media ambassador's refresher training, staff training in communication skills and social media use, content creation in liaison with Program Manager and Executive Director. He/She will also support with digital media assessments when needed.
- CO will conduct social media boosting and promotion of YSAT social media handles

d) Internal Communication

- The CO will help in promoting YSAT external communications principles and material towards the national staff (**Why** does YSAT communicate, **what** does YSAT communicate about, **how** does YSAT communicates) although it is not his/her prime responsibility. An external expert can be engaged.
- He/ she will sensitize national staff about potential external communications risks (responsible use of social media)
- If need be, he/ she can edit the production of internal communication tools (newsletter, etc.) under the supervision of the Executive Director.
- When applicable the CO will provide communication training for other staff.
- She/he will update staff official emails with current events that reflects our mandate.
- Lead orientation of new staff on Communication and ICT support (strategy, staff roles, accessibility – email, login details and gadgets to be assigned)

e) Reporting



- The CO will participate in communication data-collection and reporting as required.
- The CO will disseminate Organizational developed and designed content with the public through designated YSAT media channels.
- Collaborate with M&E team on identifying and fulfilling gaps in visibility

f). Website Management and Moderation

- Regular publication of organizational content (daily, weekly,
- Monitoring the metric and website traffics
- Creating and maintaining a high-quality photo gallery, as well as creating short videos to promote YSAT’s work and mission.
- Suggest improvement and updating of website when needed.

Education

- Essential: Degree in Journalism, Communications or related university degree.

Experience

- Essential: previous working experience of at least two years in communications, journalism or public relations in the country.
- Essential: previous working experience in dealing with media in the country.
- Experience working and traveling in Uganda, South Sudan and in-depth understanding of Ugandans, Refugee and South Sudanese culture, geography, and development issues is required

Language /Knowledge

- Excellent writing skills.
- Thorough knowledge of traditional media and good under-standing of social media.
- Good networking and media relations skills
- Essential computer literacy (word, excel and internet).
- Outgoing personality, good balance between initiative and working in a team
- Strong written and verbal fluency in English and Arabic languages is required.
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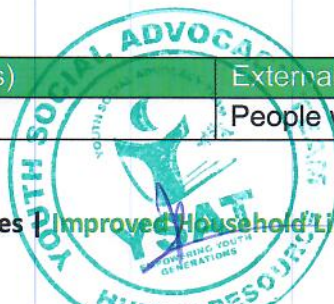
Competencies

- Networking & Building Relationships
- Commitment to YSAT Principles
- Teamwork and Cooperation
- Results & Quality Orientation
- Behavioral Flexibility
- Analytical Thinking.
- People Management & Development
- Cross Cultural Awareness



Work Relationship

Internal (within YSAT Offices)	External (Outside Office)
<input type="checkbox"/> All Program Team	People we serve



<input type="checkbox"/> YSAT Management	Our Partners and State leaders.
<input type="checkbox"/> Program staff	Other stakeholders (Visitors)

APPLICATION PROCESS

Submit your soft copy application, an updated Curriculum Vitae/Resume and 2 referees with copies of your academic documents **ELECTRONICALLY** to the Human Resource Office via: admin@youthsat.org

Or

Drop **Hard copy applications** and CVs/Resume to **YSAT South Sudan Office** in Juba,
Youth Social Advocacy Team
 Plot NO.112. Juba Nabari street,
 down from American Residence Road
 Near Turkish Emmbassy, In Tongping
 Juba - South Sudan.

Deadline for receiving applications is Wednesday 8th of February/ 2024 at 05:00PM (CAT)

YSAT is an equal opportunity Employer, guided by our Diversity Principle and Core Values, we don't discriminate on gender, ethnicity, religion, geographical background, or political affiliation. This position is open to **South Sudanese Nationals only** who have Competent and Working experiences in the Related field.

Qualified female candidates are STRONGLY encouraged to apply.

YSAT-Uganda is committed to Zero Tolerance for Fraud & Sexual Exploitation and Abuse (SEA) while providing Humanitarian Response, No Applicant should be required to pay for our services including application for job opportunity, please report any suspected misconduct to: complaintsfeedback@youthsat.org

Please note:

1. Only selected applicants will be contacted to take part in the next steps of the recruitment process. No confirmation of receipt of your application will be provided.
2. **Due to the urgency in filling the position, applications may be reviewed on rolling basis.**
3. Submitted copies of academic documents will NOT be returned to the applicant after reviewing them.
4. Please note incomplete applications **will not be considered** for shortlisting.

Humanitarian Services are Free!!

