



AMALNA (AMSS) SOUTH SUDAN



ONE (1) Digital Officer (Volunteer)-Juba

Background

AMALNA South Sudanese is a media Support National Non-Governmental organizational (NNGO) founded and registered with Relief and Rehabilitation Commission (RRC) in 2016 with registration number 499. The main aim of the organization is to work with youth and local communities at the grassroots level to bring about peace and national development. Our thematic focus is on peace building, Democracy and Governance, Natural Resource Management. Media Development, humanitarian Response and Economic Empowerment and institution Capacity Strengthening.

AMALNA is experienced in the use of Media and communication to inspire positive Voices as a means of promoting a culture of peace and reconciliation and thus contributes to good governance and reconciliation in communities by supporting inclusive dialogue, awareness raising through drama, film, street theatre, outreach activities, radio, art, music, culture and capacity-building.

We are currently looking for an experienced South Sudanese Digital Officer to join our Programme team.

POSITION	Digital Officer (Volunteer)
DEPARTMENT	Programmee
REPORTS TO	Program Manager
ADVERT OPEN DATE	27 th Nov 2023
CLOSING DATE	14 th December 2023

I. Purpose of the position

AMALNA South Sudan (AMSS) seeks a Juba-based Digital Officer (Volunteer). The Digital Officer (Volunteer) works to manage and boost Amalna's online visibility through social media platforms, engage with the youth and women led organizations partners on YMPP digital watch dog platform. The role will involve developing and implementing digital strategies to engage our audience, increase our visibility and engage project



beneficiaries through digital. The digital Officer will also be drafting, editing, and publishing engaging posts and digital campaigns using audio-visual material for Amalna's social media platforms including the website. The Digital Officer will also create and publish content, manage social media accounts, and monitor and report performance metrics.

II. Tasks and responsibilities

The Digital Officer is responsible for the following duties:

- Engage youth and women led partner organizations through training, social media research and documentation.
- Create, edit, and publish engaging posts and digital campaigns using audio-visual material for the Amalna's social media platforms.
- Manages engagement with digital audiences on Amalna's social media platforms and website by responding to comments and queries where necessary.
- Ensures accurate, timely, and effective delivery of digital content and campaigns, optimized for search and audience engagement.
- Monitor social media for trends and issues related to the work of Amalna in South Sudan, analyzes and provide relevant information.
- Participate in the development of Amalna's communication strategies for public engagement through social media.
- Collaborate with the Producer and freelancers to ensure the consistent content release and monitored.
- Optimize for search and audience engagement, working closely with our audio/visual, social media consultant and Web developer in Uganda and Kenya.

NON-SPECIFIC RESPONSIBILITY

- Perform any other assignments reasonably associated with but not listed in this Job Description as and when assigned by the supervisor or the Executive Director.

4. Competencies

Required qualifications and work experience

- Diploma in mass communication, journalism, digital communications.
- 3 to 5 years of professional experience in humanitarian multi-media content development, engagement, researcher, information analyst, or digital engagement.
- Excellent writing and editing skills.
- Proven experience in publishing and engaging audiences using social media platforms (Facebook, Newsletters, Twitter, TikTok, Instagram, etc).
- Experience in managing social media platforms for a humanitarian organization is a must.
- Proven experience in social media training, research and documentation.
- Proven experience in audio-visual production (photography, video, and radio) is an advantage.
- Experience in web editing and familiarity with search engine optimization



advantage.

- Ability to work effectively under limited supervision in a team environment.
- Experience in conducting research studies including design, formulation implementation, analysis and presentation of results and recommendations.
- Must be result focused and be able to work under pressure and tight deadlines.
- Excellent interpersonal skills and the ability to work well within a multi- cultural team environment
- Strong analytical skills.
- Knowledge and experience in implementing of either peace or social protection programme.

Knowledge and Skills

- Have through knowledge of managing or implanting SSBCC projects in South Sudan (Mandatory).
- Having good knowledge about the conception and use of different mass media advocacy tools is a strong advantage.
- Mobilization and interpersonal skills with both staff and stakeholders.
- Have experience with participatory approaches to decision making.
- Experience with (Supervision of) training and coaching is an advantage.

Application Process

- Interested Candidates are requested to submit their Applications Updated CVs and scan copy of their nationality ID electrically to hr@amalna-ss.org not later than **14th December 2023** or to address: Plot 149, Block B, 3rd Class Hai Mangateen Residential Area Opposite IOM Office Juba, Republic of South Sudan.
- Applications will be reviewed on rolling bases due to the urgency of the position
- The position is open only to South Sudanese nationals.
- Only shortlisted candidates will be contacted and applications submitted will not be returned.
- Female candidates are highly encouraged to apply.

NOTE: WE DO ACCEPT BOTH SOFT AND HARD COPIES, HOWEVER, WE PREFER YOU SUBMIT SOFT COPIES TO THE ABOVE EMAIL ADDRESS, A detailed job description will be Provided to the selected candidates.

Due to the urgency of the position the recruitment will be in a rolling basis.

