



Approved



## JOB VACANCY - INTERNAL & EXTERNAL

<b>Job Title:</b>	Communication Officer (1)
<b>Department:</b>	Programs
<b>Reporting to:</b>	Project Manager
<b>Base Location:</b>	Yei County, Central Equatoria State
<b>Duration:</b>	12 months with possibility of extension

### Organizational Background

**Facilitating Action for Community Empowerment (FACE)** is a national, non-profit, and non-governmental organization legally established and registered in 2015 (Certificate No. 298) with the South Sudan Ministry of Justice. FACE was further registered on 7th September 2015 with the South Sudan Relief and Rehabilitation Commission (SSRRC) under Chapter 3, Section 10 of the NGOs Act, 2016, granting it legal status to operate in South Sudan.

**Mission:** FACE is committed to strengthening community capacity to address socio-economic and development challenges through the promotion of good governance and democracy, protection, emergency response, Food Security, livelihoods, climate change adaptation, and Education

**Vision:** Resilient and sustainable communities.



## **Project Overview.**

**FACE** with Funding from Mastercard Foundation is implementing Pathways to Empowerment (P2E) project which is an initiative led by War Child Canada in collaboration with other partners.

The programme operates in 13 refugee-hosting locations across eight States and one Administrative Area in South Sudan. P2E empowers refugees and displaced persons (**RDPs**) to pursue secondary education and build market-relevant skills – from work readiness and vocational competencies to entrepreneurship and employability. By strengthening access to learning and opportunity, the programme tackles the urgent challenges facing young people in South Sudan's fragile and service-constrained environment, helping them unlock pathways to dignity, resilience, and economic inclusion.

## **Job Summary**

The Communication Officer is tasked in developing communication strategies, managing social media (e.g. Facebook, LinkedIn and the FACE updated website), producing content (success Stories, photos, videos) to highlight impact, and maintaining media relations. They support donor reporting, organize events, and often work with field teams to document program successes in complex environments.

## **Key Responsibilities**

- **Content Creation & Management:** Draft, edit, and produce high-quality communication materials, including case studies, newsletters, reports, and press releases.
- **Social media & Digital Presence:** Manage and update the organization's social media channels to increase visibility.
- **Media Relations:** Build a database of media contacts, organize press conferences, and facilitate media interviews to promote awareness/sensitization on specific content or theme
- **Documentation & Reporting:** Collect stories, photos, and videos from the field to document project impact and support donor reporting.
- **Strategic Communication:** Develop and implement communication plans, ensuring alignment with the organization's Vision, Mission, Objectives and overall goals.
- **Internal Communication:** Support internal communications and maintain relationships with partners, donors, and other stakeholders.



- **Emergencies and assignments:** Participate in any other emergencies and assigned responsibility

### **Minimum Qualifications/Experience**

- A degree in Communications, Journalism, Public Relations, International relations and diplomacy or related fields.
- At least 2-5 years of experience in communication, media, or working with NGOs.
- Proficiency in English (spoken/written), Arabic language, photography/videography skills, and familiarity with graphic design software (e.g., Adobe, Canva).
- Understanding of the South Sudan humanitarian and development context.
- Ability to work under minimal supervision, strong interpersonal skills, and willingness to travel to remote field sites
- Computer literate

### **Desirable skills and Knowledge.**

- Strong interpersonal and communication skills.
- Ability to work independently and as part of a team.
- Problem-solving and analytical skills.
- Commitment to child protection and ethical standards.
- Ability to work with diverse cultures and in remote and stressful environment.
- Understanding of the humanitarian principles
- Ability to work with minimum supervision and taking accountability.

### **Policy Compliance.**

- FACE **has zero tolerance** to PSEAH, any violation of child safeguarding and the vulnerable community members.
- Any forms of violation of PSEAH and Safeguarding policies must be reported through FACE reporting channels. Therefore, any person accused of misconduct will be suspended and perhaps disqualified from running FACE programs.



## How to apply

Interested and qualified candidates must submit their applications by email to [jobs@facesouthsudan.org](mailto:jobs@facesouthsudan.org) or hand delivery to FACE Offices in Yei and Juba at **Rock City** Residential Area next to the Football playground **not** later than **19<sup>th</sup> Mar 2026**. Addressing to Human Resource Department FACE Juba, South Sudan.

**Note:** Applications received after the dateline will not be considered.

Please provide the following when applying for this post: Updated CV, Cover letter, Copies of your academic qualification and National ID. Indicate clearly the position you are applying for on the Envelope.

**DO NOT** attach your original academic documents.

## Other information

**Note** due to the urgency of this position, all of application will be screened on a rolling basis. In this case, FACE reserves the right to shortlist before the closing date.

**This position is open for South Sudanese Nationals ONLY**  
***"Female candidates are highly encouraged to apply"***  
**Only short-listed candidates will be contacted for interviews.**

