

VACANCY ANNOUNCEMENT COMMUNICATION & ADVOCACY OFFICER

Action Against Hunger-USA is part of the Action Against Hunger International network, which provides humanitarian relief in over 40 countries worldwide in the sectors of nutrition, health, water/sanitation, and food security. Action Against Hunger-USA, an independent NGO, currently manages operations in 9 countries: Kenya, South Sudan, Nigeria, Pakistan, Cambodia, Tanzania, Uganda, Somalia, Haiti. Action Against Hunger-USA has over \$110 million in programs, and approximately 2000 staff based in the various country offices and the three Head Quarter Locations of New York City, Washington D.C and Nairobi. Additional growth is anticipated.

Action Against Hunger USA is currently looking for a qualified **South Sudanese National** to fill the position of **Communication and Advocacy Officer-01** position

Position open date: **Wednesday September 21, 2022**

Closing date: **Wednesday October 5, 2022**

Expected Start date: **October, 2022**

Contract Duration: **1 Year**

Location: **Juba/Roving**

SUMMARY & PURPOSE OF THE POSITION

The Communication & Advocacy Officer will support implementation of the Country Communication & Advocacy strategy while aligning and strengthening internal communication & advocacy initiatives. The Officer will support the development of communication and advocacy messages and products for internal technical teams, partners & stakeholders.

The purpose of this position is to provide Communication & Advocacy support in various projects within and to drive communication & advocacy engagements, positioning, and visibility. The Communication & Advocacy Officer will support projects on key thematic and policy areas as required to ensure that Communication & Advocacy priorities and perspectives are integrated and amplified in Action Against Hunger's work

ESSENTIAL JOB FUNCTIONS

- ❖ Track results and commitments of policy, communication and advocacy initiatives to advance the organization's profile, resources, reach & capacity.
- ❖ Support the technical development and monitoring of communication & advocacy action plans for projects.
- ❖ Support communication & advocacy trainings, follow through on action plans and actively contribute to positioning and influencing
- ❖ Support relationship building with Governments, Parliamentarians, and policy and decision makers relevant to delivering advocacy objectives.
- ❖ Ensure advocacy initiatives are documented and shared, while strengthening program learning and documentation.
- ❖ Produce photos and video clips of Action Against Hunger's work in the field sites

- ❖ Develop and produce thematic communication/visibility materials for ACF's projects
- ❖ Support in the management of media activities, visits & creating media database/media
- ❖ Stimulate dialogue, influence policies, promote social protection and nutrition financing
- ❖ Produce and share advocacy materials such as reports, talking points, position papers, statements, fact sheets and technical briefs.
- ❖ Organize campaigns, events and messaging for key moments, global days and strategic engagements

I. SUPERVISORY RESPONSIBILITIES

There is no staff reporting directly to this position.

II. FISCAL RESPONSIBILITY

Develop and initiate communication & advocacy plans & activities and products such as reports, position papers, statements and key messages for internal and external use. The Communication & Advocacy Officer will also be engaged in research and desk reviews of policies, plans and initiatives to inform ACF's strategy.

III. PHYSICAL DEMANDS

- ❖ To travel to the field, the employee must attest to a level of physical fitness capable of enduring physically difficult, highly stressful situations, which may include the necessity to walk long distances, to eat a limited diet and/or to reside in potentially uncomfortable housing or tents.
- ❖ The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

IV. WORKING CONDITIONS, TRAVEL AND ENVIRONMENT

- ❖ The duties of the job require regular job attendance at least five days per week. Must be available to work outside normal office hours or on the weekends as required.
- ❖ Must be able to travel as required for standard domestic and international business purposes. While performing the duties of this job in the field, the employee may be exposed to precarious settings under high security risks and/or very basic living conditions and outside weather conditions, as well as infectious diseases.

GENDER EQUALITY COMMITMENTS

- ❖ Fostering environment that supports values of women and men's equal access to information.
- ❖ Provides an environment where women and men must be promoted based on the performance objectives.
- ❖ Respect for beneficiaries, women, men, children (boys & girls) regardless of gender, sex, disability, religion, etc.
- ❖ Value and respect for all cultures.
- ❖ Promote and uphold the PSEA and procedures.



INTERNAL & EXTERNAL RELATIONSHIPS

INTERNAL	<ul style="list-style-type: none"> ❖ <u>Heads of Bases</u>: technical support - exchange of information ❖ <u>Other Heads of Departments</u>: collaboration - exchange of information ❖ <u>Finance, Logistic and HR heads</u>: exchange of information and collaboration on financial, logistics and recruitment matters ❖ <u>Communication and Advocacy Manager</u>: hierarchical relationship (Direct Supervisor) - technical support - exchange of information and close collaboration on reporting and proposal writing ❖ <u>Program Director</u>: exchange of information, departmental reports
EXTERNAL	<ul style="list-style-type: none"> ❖ <u>Sectorial governmental and non-governmental stakeholders</u>: partnership, technical exchange or experience sharing, coordination, training, participation to meetings ❖ <u>Donors</u>: on technical matters or as representative of Program Directors.

DELIVERY

Develop and initiate communication & advocacy plans & activities and products such as reports, position papers, statements and key messages for internal and external use. The Communication & Advocacy Officer will also be engaged in research and desk reviews of policies, plans and initiatives to inform ACF's strategy.

POSITION REQUIREMENTS

QUALIFICATION

- ❖ Minimum of a Bachelor's Degree in Communication related Course (e.g. in Mass communication, Journalism) or other Social Sciences related discipline.
- ❖ Minimum 4 years work experience in a Communications or Knowledge Management role or a role that involves Advocacy for an NGO.
- ❖ Experience in program or project design

SKILLS & EXPRIENCE

ESSENTIAL	<ul style="list-style-type: none"> ❖ Excellent research skills and desk review of advocacy policies and strategies. ❖ Ability to develop analytical evidence-based policy papers and reports. ❖ Good writing and communication skills ❖ Strong Relationship building skills, ability to engage and inspire others ❖ Recognized capacity in translating complex information in a compelling and accessible way for non-technical audiences. ❖ Experience in capacity building and training
------------------	---



PREFERRED	<p><i>Functional Competencies (required)</i></p> <ul style="list-style-type: none"> ▪ Experience in successful communication and advocacy work, preferably in international development ▪ Strong understanding of current lobbying and policy development landscape. ▪ Outstanding interpersonal, communication and presentation skills, including the presence to deal effectively with diverse constituencies including senior management ▪ Initiative in thought leadership, innovation and creativity. ▪ Ability to work and contribute positively in a team. ▪ Commitment to Action Against Hunger's work and values.
------------------	--

To apply, please! Send your cover letter, ID card, Copies of your Academic Documents and Updated CV written in English with Contact Details of three professional References to recruitment@ssd-actionagainsthunger.org specifying **Communication & Advocacy Officer-Juba** as the title of your email.

The deadline for applications is **Thu Wednesday October 5, 2022 at or before 4:30 PM**. We do appreciate your interest to work with us; However, Only shortlisted Candidates will be contact.

"This Position is Open to South Sudanese Nationals Only"

"Qualified Female Candidates are strongly encouraged to apply"

"Applications sent after the Deadline shall not be considered"

"Any Applications sent without the required Attachment (Nationality Card for clear Identification of the Candidates Nationality) will automatically be discarded"

Applications Documents Received shall not be returned to the Candidates hence, do not attach Original copies of your Academic Documents.



21/9/2022