

SD-H3
 MINISTRY OF LABOUR
 SOUTH SUDAN
 JUBA
 06 JUL 2022

VACANCY ANNOUNCEMENT



Job Title	Communications Manager
Salary Band/ Level/ Grade	7A
Department	Operations.
Location	Juba – with frequent travels to IRC field + new locations.
Overtime Eligible (per local law) N/A	(Per local law) N/A
Opening Date	6 th /July/2022
Closing Date	26 th /July/2022

ORGANIZATIONAL DESCRIPTION:

The International Rescue Committee (IRC) responds to the world's worst humanitarian crises and helps people to survive and rebuild their lives. Founded in 1933 at the request of Albert Einstein, the IRC offers lifesaving care and life-changing assistance to refugees forced to flee from war or disaster. At work today in over 40 countries and 22 U.S. cities, we restore safety, dignity and hope to millions who are uprooted and struggling to endure. The IRC leads the way from harm to home.

Learn more about IRC in South Sudan here:

<https://rescuenet.rescue.org/Interact/Pages/Content/Document.aspx?id=2446>

SCOPE OF WORK:

The Communications Manager reports to the Country Director and the Senior Officer, Global Communications, and manages the communications needs for the South Sudan country program. The Communications Manager will develop and execute communications strategies related to the IRC's work in South Sudan, including capacity building of IRC staff and partners, and will help to ensure that the organization's work as a key humanitarian, peace and development actor is well known to both internal and external audiences.

This position is preferred based in Juba, South Sudan, with frequent travel within the country.

JOB DESCRIPTION RESPONSIBILITIES:

- Develop, update, and implement an internal and external communications strategy for IRC South Sudan.
- Lead in designing and developing information and visibility materials, such as fact sheets, briefing papers, brochures, posters, as well as website content; including innovative media outreach, top tier op-eds, creative digital content, and dynamic, audience-driven social media output.
- Deliver strategic proactive and reactive media relations, leveraging global insights and expertise in both international and humanitarian media to increase the IRC's media share of voice and digital engagement.
- Develop and track implementation of donor visibility and branding plans for all projects and other IRC programs.



- Help IRC country program staff to proactively prepare for communications needs in emergencies to contribute to overall better information flow and coordination of rapid response interventions.
- Be in regular contact with communication and advocacy staff based at the regional office and at headquarters and provide relevant information for IRC's global communications products.
- Work with HQ teams on advocacy and media campaigns to raise global awareness of humanitarian, peace and development needs and IRC's program activities in South Sudan.
- Proactively seek out interesting stories from programs, initiating or accompanying field visits to collect high-quality photos, quotes and audio and video material suitable for use in media and communication products.
- Train and coach program staff on external communications and how to spot and share relevant information, data, and human-interest stories from their work to convey the program's success and impact on clients' lives.
- Develop networks contacts among humanitarian organizations, coordination bodies, and donor organizations (and, as necessary, national, and international media) for more effective information sharing and communication of IRC's activities and interests.
- Maintain and analyze data on the scale and reach of communication products.
- Expand and nurture IRC's communications network.
- Analyze current internal communication channels and content, lead a review and governance process to improve channel and content quality and impact.
- Design structure and timing of internal messages through a variety of communication mediums such as intranet, email, face-to-face, videos, printed collateral etc.
- Support the South Sudan Country team to compile, update and maintain quarterly and annual reports.

Key Working Relationships:

Position Reports to: Country Director, South Sudan and Senior Officer, Global Communications (Management in Partnership)

Other Internal and/or external contacts:

Internal: Technical Coordinators, Program Managers, Field Coordinators and Managers, Grants and Partnerships staff

External: Work with journalists, media producers and editors, strategic influencers, content creators and peer humanitarian organizations

Job Requirements:

Education:

Minimum: Bachelor's degree in communications, journalism, public relations, international affairs, or related field



Work Experience:

Minimum: Minimum of five years of professional experience in communications, preferably with a focus on international affairs or issues that cross with the humanitarian sector.

Language

English

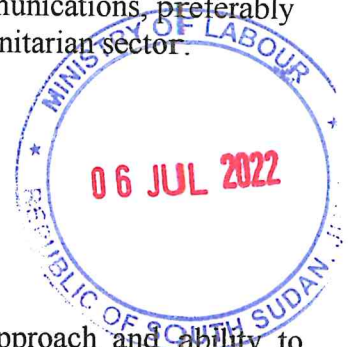
Demonstrated Skills and Competencies:

Minimum:

- The Communications Manager must demonstrate a flexible approach and ability to navigate ambiguity, as well as multiple projects and competing priorities at once.
- Demonstrated ability to identify emerging trends in communications, develop related strategies and effectively translate them into actionable plans
- Excellent written, oral, and interpersonal communication skills, with the ability to craft and deliver presentations to large and small groups, deep understanding of grammar, strong attention to detail and fine-tuned editorial skills.
- S/he must be able to balance partnership with various departments and creative, breakthrough communications efforts.
- Also, able to work effectively, efficiently, diplomatically, and calmly in a high-pressure environment on issues that are often complex and sensitive.
- Experience in producing and editing, under tight-deadlines, accurate and dynamic communications materials, including press-releases, op-eds, talking points and digital content.
- Record of creativity in developing compelling content, and creative pursuit of targets in achievement of communications objectives across different channels (media, social, web etc.).
- Excellent capability and creativity using digital cameras and audio gathering tools and editing suites.
- Able to work in a dynamic, multi-cultural environment and to prioritize and meet tight deadlines with good grace and humor.

Standards of Professional Conduct: The IRC and IRC workers must adhere to the values and principles outlined in IRC Way Standards for Professional Conduct. These are Integrity, Service, Accountability and Equality. In accordance with these values, the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation the IRC operates and enforces policies on Beneficiary Protection from Exploitation and Abuse, Child Safeguarding, Anti Workplace Harassment, Fiscal Integrity, and Anti-Retaliation.

Safeguarding policy: The IRC has a zero-tolerance policy for safeguarding violations by staff, incentive workers, visitors, sub-grantees, suppliers/sub-contractors, and implementing partners.



Safeguarding at the IRC is an integral to the organizational values and ethics, and staff and associates are expected to take all reasonable steps to prevent the sexual exploitation, abuse, and harassment of any person linked to the program by both its employees and any downstream partner. The successful candidate will be subject to a thorough background check and satisfactory references.

Narrowing the Gender Gap: The International Rescue Committee is committed to narrowing the gender gap in leadership positions. We offer benefits that provide an enabling environment for women to participate in our workforce including a flexible hour (when possible), maternity leave, transportation support, and gender-sensitive security protocols.

Equal Opportunity Employer: IRC is an Equal Opportunity Employer. IRC considers all applicants based on merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status, disability, or any other characteristic protected by applicable laws

‘WOMEN, MINORITIES AND PEOPLE LIVING WITH DISABILITIES ARE ENCOURAGED TO APPLY.

IRC is an Equal Opportunity Employer. IRC considers all applicants based on merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status, or disability.

How to apply: Interested applicants should submit a CV with 3 references and a copy of their South Sudan national ID, marked clearly on the envelope to IRC’s application drop box at IRC Office Juba or, or by email to SS-HR@rescue.org Not later than 5:00 PM of Tuesday 26th July 2022.

NOTE: Only short-listed candidates will be contacted and attach photocopies only while original academic documents will be asked at the interview panel and all the photocopies will remain the property of IRC.

Label your application clearly: Communications Manager.

“FEMALE APPLICANTS ARE HIGHLY ENCOURAGED TO APPLY”

