

Job Description

Job Title:	Communications Manager
Reports to:	Senior Technical Advisor, OVC
Program/Project:	USAID/ICYD
Location:	Kampala, Uganda
<p>Background</p> <p>The Bantwana Initiative of World Education, Inc. is a recognized leader in delivering integrated comprehensive interventions to improve HIV outcomes and the quality of life for orphans and vulnerable children (OVC) and families affected by HIV and poverty.</p> <p>The USAID Integrated Child and Youth Development Activity (USAID ICYD Activity) aims to improve learning outcomes, advance HIV epidemic control in Uganda, and ensure that children and youth have the opportunity to lead resilient, healthy and productive lives. The USAID ICYD Activity will deliver critical HIV/GBV/violence prevention and response services to children and youth and their families in communities, clinics, and schools. Within USAID’s Journey to Self-Reliance Framework, USAID ICYD Activity will build the operational and technical capacity of four Ugandan Primary Local Partner (PLP) organizations to become direct recipients of USG funding within two years while strengthening government capacity to deliver core services to children within an integrated referral network and case management system. WEI/Bantwana is a leader in OVC programming and organizational capacity development in high HIV prevalence countries in southern and eastern Africa.</p> <p>Applicants must be based and have a valid work permit to work in Uganda. <i>Qualified applicants should submit their CV and supporting materials to BantwanaICYD@ug.worlded.org with the position you are applying for in the subject line. Applications will be reviewed on a rolling basis until the position is being filled.</i></p> <p>Job Summary</p> <p>The Bantwana Initiative of World Education (WEI/Bantwana) seeks a qualified candidate for the role of Communications Manager based in Uganda for its USAID ICYD Activity. The Communications Manager is responsible for the advocacy and strategic communications needs of the ICYD Activity throughout its implementation in Uganda and in alignment with USAID Branding and Marking regulations. Her/his work will entail advocacy communication and aim to boost involvement and overall interest in the project, while magnifying its importance and the work being accomplished. The Communications Manager will report to the Senior Technical Advisor, OVC. <u>Salary commensurate with experience.</u></p>	
Key Result Areas:	Specific Responsibilities and Duties:
Major Responsibilities	<ul style="list-style-type: none"> ● Manage communications activities and strategies including the development and sharing of communications materials (online, print, etc.) ● Work in collaboration with technical, field, and M&E team members regarding communications of program activities and develop core messaging and success story telling content

	<ul style="list-style-type: none"> ● Provide writing, infographics, content editing for content to be distributed externally for publication ● Train and mentor staff on communications best practices ● Develop high-quality periodic (annual, quarterly, etc.) reports highlighting program impact and progress to submit to EDC and USAID in line with best practices and contract requirements ● Implement the USAID Branding and Marking Plan for the project ● Provide other communications support to the activity as needed ● Support technical, field, and M&E teams in building their digital communications capacities (writing, presenting, social media use etc.) to promote project activities.
<p>Qualifications</p>	<p>At least 5 years of experience in the following areas:</p> <ul style="list-style-type: none"> ● Development and/or implementation of communication strategies and use of evidence in communications ● Digital communication, website and social media content management ● Strong writing, editing, proofreading, layout and design experience, including the ability to present concepts verbally ● Experience in sustainable development, particularly in the social sectors (health, education, etc.) in an NGO, research organization or other. ● Fluent in the English language ● Possess strong organizational, summarizing and report writing skills. ● Experience working in the public and private sectors is highly preferable. ● Solid experience in creating literature reviews, summarizing complex information and producing advocacy materials. ● Some experience in supporting successful partnership building/stakeholder awareness initiatives. ● Some experience working with members of governments, private sector companies, NGOs and/or multilateral organizations. ● Minimum of a Bachelor’s degree is required.