

WE ARE HIRING

Job role: Communications Specialist
Reports to: Head of Programme
Project duration: Until 31.07.2028
Location: Accra



Company Profile:

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) is a public-benefit federal enterprise working in more than 100 countries worldwide. We work on behalf of the German Government and support public and private sector clients in a wide variety of areas, including economic development and employment, energy and environment, and peace and security. Our activities in Ghana cover three priority areas: Climate and Energy, Just Transition; Sustainable Economic Development, Training and Employment; and Peaceful and Inclusive Societies, which focuses on good governance.

Project Brief:

The new programme “Strengthening the Ghanaian Pharmaceutical sector with a focus on local vaccine production” takes a holistic approach to promoting the pharmaceutical private sector with a special focus on vaccine production: (i) strengthening the coordination of relevant public and private sector actors and in particular the national regulatory authority, (ii) training of specialists for the private sector and science, (iii) promoting research and development, (iv) promoting the pharmaceutical private sector.

Scope of Role:

As a communications specialist you are responsible for external and internal communications for the programme in order to communicate activities and results in a meaningful way to different target audiences and to promote internal collaboration. In your role, you develop and realise appropriate and creative communication and visibility strategies, concepts, products and activities formats. This requires collaboration with your line manager and other team members, as well as partner institutions.

Tasks:

- Planning and monitoring coherent, target group-specific and impactful external and internal communication strategies, plans and activities with a focus on results and success stories
- Producing and disseminating external communication products according to GIZ and donor (BMZ/EU) requirements (e.g. website, factsheets, presentations, brochures, flyers, newsletters, photo database, videos, infographics, banners, pull-ups, social media postings)
- Organising communication activities such as public events or VIP visits and managing relations with the local media (including press releases and packages, press conferences and visits, media coverage monitoring etc.)
- Providing technical and strategic communications advice and capacity building to programme management and team as well as partner institutions
- Supporting internal communication and knowledge exchange within the programme team as well as contributions to GIZ Ghana and global communications channels and initiatives
- Regarding above-mentioned areas, ensuring (i) compliance with GIZ rules and procedures and appropriate documentation of work processes and results, (ii) the preparation of procurement, monitoring and quality control of suppliers and service providers, (iii) close coordination with team members, involvement of partner institutions and liaison with other GIZ projects, the cluster as well as country and head offices, (iv) the consideration of cross-cutting topics such as gender equality

Profile:

- University degree in (development) communication, journalism, public relations or comparable training
- 3 years professional experience in the field of communication (media and PR work, journalism, internal communications, lobbying etc.) and familiarity with Ghana’s media landscape; ideally experience with strategic communication regarding development projects
- Talent for visual communication and experience with audiovisual and other media production
- Excellent writing, editing and copywriting skills (articles, press releases etc.) and the ability to grasp and translate technical concepts into easy-to-understand language for broader audiences
- Experience in project and event management, including preparation, budgeting and logistics
- Proficiency in ITC technologies, including MS Office suite, desktop publishing, photo editing and graphics applications
- Strong command of written and spoken English; knowledge of German is an asset
- Dynamic, agile personality with integrity, attention to detail, strong diplomatic and communication skills and a willingness to learn
- Ability to work in a diverse team but also autonomously as well as results-oriented and to multi-task, prioritise and work under pressure

How to Apply:

Interested and suitable applicants are to forward their detailed Curriculum Vitae (CV) and a one-page cover letter to hr-ghana@giz.de under the **Job Code 2024/SGPS-CS/14/06**. If you do not hear from us Two (2) weeks after the deadline, please consider your application unsuccessful. **GIZ is an equal opportunity employer committed to diversity. All qualified candidates regardless of age, sex, ethnicity, race, and religion are encouraged to apply.**

 **Closing date:** 28.06.2024