

## Communication Associate at FAWE

### About the job

#### Job Summary

The job holder will support the development, coordination and execution of the communication strategy. Manages an organization's communications, Carryout all media works including the development and implementation of plans and communication, Prepare advocacy packages for advocacy work and best use of media

#### Main Duties Include the Following But Not Limited To

- Undertake day to day communication activity of the organization and communicate through the organizational website, face book and other media pages
- Form communication and public-relations Technical Working Group (TWG) from members, and establish a communication and media unit functions as communication instrument to communicate the works of the organization facilitate the networking, partnership building and fund-raising efforts
- Creating and maintaining a robust relationship with the media to promote the organization's image produces periodically newsletters, other printed and audiovisual materials like case studies and success stories and produce reviews for the mass media consumption
- Actively participates in field visits, prepares field visit reports and document stories, manages a the organization's internal and external communications.
- Monitoring and responding to feedback from the media and the public about the organization on traditional and digital channels
- Recording media coverage and measuring impact of publicity campaigns on audience engagement
- Developing and disseminating public relations materials that increase visibility among stakeholders and law makers
- Develop/ review/ communication and public relation strategy/guideline
- Form communication and public-relations Technical Working Group (TWG) from members, and establish a communication and media unit undertake day to day communication activity of the organization and communicate through the organizational website, Facebook and other media pages

This Job have been downloaded from this website: [www.ajirakazi.co.tz](http://www.ajirakazi.co.tz)

For more Jobs please visit [Ajirakazi.co.tz](http://Ajirakazi.co.tz)

- Monitor the media, including newspapers, magazines, journals, broadcasts, newswires, social media sites and blogs, for opportunities for clients
- Prepare and supervise the production of publicity brochures, handouts, direct mail leaflets, promotional videos, photographs, films and multimedia programmes.
- Maintain and update information on the organization's website
- Maintain and update information on the organization's website
- Perform any other duties appropriate to the role, as required by the Supervisor.
- Produce project-based communication packages for lobby and advocacy purpose

**Job Requirement****Education Requirement**

BA degree in Communications, Public Information, International Relations, computer science, English Language and Literature, Journalism/Mass media/communications or related fields.

[CLICK HERE TO APPLY](#)



AJIRAKAZI.CO.TZ