

Advertisement

POSITION DESCRIPTION

LIBERIA ACCOUNTABILITY AND VOICE INITIATIVE (LAVI) COMMUNICATIONS AND LEARNING SPECIALIST

1. PROJECT BACKGROUND:

The Liberia Accountability and Voice Initiative (LAVI) is a five-year, USAID-funded project to strengthen multi-stakeholder partnerships to advocate for and monitor policy and accountability reforms. It aims to increase the influence of citizens and media in the governance of public goods and services, as well as to create more effective, accountable, and inclusive governance in Liberia.

2. LOCATION: Monrovia, Liberia

3. OBJECTIVE:

The Communications and Learning Specialist manages the design and strategic dissemination of LAVI communications and outreach materials and works closely with LAVI partners on implementing their media engagement plans for collaborative advocacy campaigns. The Communications and Learning Specialist also leads designing, and implementing internal and external LAVI learning activities that generate, capture, and share advocacy best-practices and information.

4. TASKS AND RESPONSIBILITIES:

- Implement LAVI's communications and outreach plan, with an engaging civil society organizations, a diverse array of citizens, the private sector, trade unions, government, and community-based organizations, and international organizations
- Design communications materials and produce visual and video content for strategic LAVI outreach activities
- Regularly conduct interviews with project partners and beneficiaries to craft success stories
- Train partners in identifying and capturing success stories and taking compelling photographs
- Develop and regularly update LAVI's online content
- Build and strengthen relationships with media institutions in support of LAVI activities
- Provide LAVI staff training and guidance on USAID Branding and Marking requirements to LAVI partners
- Draft daily news briefs for LAVI stakeholders
- Design innovative learning and knowledge sharing activities to improve collaborative advocacy together with LAVI staff and partners
- Coordinate with LAVI staff and partners to implement learning events and oversee related publicity activities
- Develop and facilitate LAVI staff learning and knowledge sharing activities to enhance collaboration and internal communication
- Other duties as assigned by supervisor

5. REPORTING AND SUPERVISION:

- Reports to the ME&L Director

6. QUALIFICATIONS & COMPETENCIES

- Five to seven years of experience in designing and implementing communications and/or learning activities for development projects, preferably for USAID
- Experience developing and implementing comprehensive communication and outreach plans, including media engagement for advocacy campaigns, public information and awareness programming, and engaging with national and county-level media
- Familiarity with knowledge management and learning best practices
- Experience implementing USAID branding and marking policies



- Excellent writing and analysis skills
- Strong photography and graphic design skills
- Proactive, creative and collaborative team member
- Bachelor's degree required, master's degree preferred

Interested and qualified applicants should send their CV, cover letter, and list of three references to LAVIrecruitment@dai.com by March 27, 2017.