

Vacancy!

Vacancy!

Vacancy!

WE-CARE Foundation is accepting applications from qualified persons for the position of Publication Specialist for the Liberia Foundational Skills Activity (LFSA) Project to be assigned in Monrovia, Montserrado county.

Position

Publication Specialist

**- Assignment -
Monrovia, Montserrado County**

Requirements

Applicant must have the following:

- Bachelor's degree in Publishing, Communication, English, or Journalism
- Have at least three to five years working experience as a publisher or working in related field.
- excellent communication, [organization and time management skills](#)
- work with subject matter experts and develop content materials
- use multi-media approaches to create dynamic slideshows, and perform layout and paste-up
- must be able to handle press releases, media communications, and report writing
- establish and maintain harmonious working relationships with co-workers, agency staff, vendors, contractors, and external contacts
- Work effectively in a professional team environment
- Training experience in publishing and working with other publishers would be a plus.

Job Description

- The publication specialist will be responsible for all publishing operations including having oversight and managing the development of teaching and learning materials from manuscripts to the final publication.
- It includes gathering of existing TLMs, working with authors, editors, book designers, illustrators and other experts to develop new TLMs that meet required standards.
- Plan for procurement and distribution of TLMs with relevant partners.
- Develop monthly social media content to attract targeted audience on the use and usefulness of the TLMs to be posted on various media outlets.
- Train and work with other publishers to improve publishing in Liberia

APPLY NOW

September 23 – October 11, 2024

Start Date: November 1, 2024

SEND YOUR APPLICATION TO

wcarelib@yahoo.com / yvonnecapehart@yahoo.com / 2esalvage@gmail.com

[/charlesyankoi@yahoo.com](mailto:charlesyankoi@yahoo.com) or deliver to WE-CARE Head Office 16th Street, Sinkor (Landside)

