

Call for interest:

Communication manager in the framework of the project KEY- PEOPLE Key knowledge for Iraqi Women

Closing date: 24/01/2014

MEDITER in partnership with the Municipality of Mosul, University of Mosul, B.I.A.T. - Business Incubation Association in Tripoli, Mosul Chamber of Commerce, Ninawa Governorate – IRAQ, University of Rome « Tor Vergata », are implementing the project KEY- PEOPLE Key knowledge for Iraqi Women supported by EuropeAid.

This project aims to recover and to leverage existing skills in Iraqi's civil society, to enhance and improve these skills, organize them in a local network or log NGO and SME, recognized and certified, support local authorities in managing services in local governance, reporting and responding to needs.

You may send your request at the following address: victormatteucci@euromediter.eu

In the framework of this project MEDITER invites all the interested (internal staff, individuals, NGO, national or international) to participate at this call for interest.

Position: Communication Manager

Duration of the project: 36 months

Type of contract: Fix term appointment

Application deadline: 24/01/2014

Purpose of the job:

Create and manage the project's communications programme;

Develop and implement internal communications strategy;

Manage internal communications channels;

Project representation for internal and external comms;

Responsibilities:

- Develop and implement internal communications strategy;
- Manage the day-to-day internal and external communications
- Project representation for internal and external communications;
- Co-ordinate media and public affairs activities to promote the project;
- Ensure that the project's communication outputs are of a high standard, respond to the needs of the target audience, and are delivered within agreed budget and timeline;
- Provide line-management and support to staff within the communications team;
- Act in accordance with the objectives and ethos of the project;
- Undertake other duties as may be reasonably required from time to time;

Experience and Knowledge

- Degree in relevant discipline, preferably a Master's Degree or higher in communications;
- Five years' experience in a communications, marketing or journalist role
- Experience in project management with a proven track record of delivering on objectives
- Experience of developing and implementing media, advocacy or marketing campaigns
- Experience of representing an organisation to the public or/and media
- Knowledge and understanding of human rights, in particular women's rights

Skills and Special Aptitudes

- Excellent written and verbal communication and presentation skills;
- Attention to detail and strong organisational skills;
- Ability to work calmly under pressure and within a small dynamic team;
- Excellent interpersonal and networking skills;
- Ability to manage a complex workload and work to tight deadlines;
- Standard office ICT skills, including social media;