**TITLE:** Communications Officer

**PARTNER(S):** Uniterra Malawi

**COUNTRY AND PLACE OF ASSIGNMENT:** Lilongwe, Malawi

**CONTRACT DURATION:** 12 weeks

**DESCRIPTION:**
Uniterra is a leading Canadian international volunteer cooperation and development program, jointly implemented by the Centre for International Studies and Cooperation (CECI) and World University Service of Canada (WUSC). Uniterra contributes to improving the socio-economic conditions of poor and marginalized communities in 14 countries and with over 170 partners in Africa, Asia and the Americas through the exchange of expertise and knowledge of Canadian and international volunteers. Uniterra believes that economic growth, when inclusive, is the most powerful driver of poverty reduction. The purpose of the Uniterra program is to improve the lives of some of the world’s most vulnerable populations by stimulating growth and facilitating access to the benefits of growing and diversified markets. To make this happen, we are working with our local partners to enhance the income of poor and marginalized women and youth through better access to employment and income generation opportunities. Uniterra country program staff work with our local partners to design Uniterra assignments in the context of the country strategy, supporting the inclusion of women and youth in key economic subsectors. For more information on the Uniterra program, our approach and countries of focus please visit: Uniterra.ca.

The Communications Officer position will support the Uniterra program objectives and provide support in developing and capturing relevant program information for stakeholders.

**RESPONSIBILITIES:**

- Capture and disseminate success stories on social media platforms;
- Document lessons learned and share with relevant stakeholders;
- Provide training to Uniterra program and partner staff on social media and communication strategies and tools;
- Promote the visibility of Uniterra activities in Malawi and abroad;
- Develop documentaries for enhancing program visibility
- Ensure the participation of women and youth, as well as their representation, in all activities of and all program benefits; and
- Write reports required by the Uniterra program.

**QUALIFICATIONS:**
- Work, academic, internship or volunteer experience in the area of communication
- Ability to work independently and collaboratively;
- Demonstrated ability to take initiative
- Ability to work independently and collaboratively in cross-cultural environments
- Written and oral fluency in English