

## Vacant Position: Senior Communications Officer (Port Vila, Vanuatu)

### Location

Port Vila, with some travel to outer islands

### Closing Date for Applications

**19<sup>th</sup> March 2023.** Please note however applications will be reviewed as received.

### Type

Contract

### Position Background

The Senior Communications Officer will be based at the Vanuatu Fisheries Department (VFD) in the Ministry of Agriculture, Livestock, Forestry, Fisheries and Biosecurity, with the objective of establishing the role as a permanent position within the Department.

The position is funded by cChange, a regional communications NGO, through the Pacific European Union Marine Partnership (PEUMP) programme. cChange will jointly supervise the Senior Communications Officer with VFD and provide mentoring and capacity building for the position.

The Pacific European Union Marine Partnership (PEUMP) programme is funded by the European Union and the Government of Sweden. The contract is until December 2023, with an ongoing possibility.

### Job description

The Senior Communications Officer will lead the implementation of a VFD communications plan, based at the VFD office in Port Vila, with the primary objective of supporting VFD efforts to upscale community-based fisheries management in Vanuatu.

The Communications Officer will need diverse communications skills to support the generation of a broad suite of communications work, including the production of a radio show program, print news features, short videos and social media content, as well as printed outreach and marketing products. The successful candidate will also need strong reporting and project management skills and demonstrated ability in partnership building.

The successful candidate must be team-oriented and have experience in delivering communications for government or non-government organisations. Having established networks within the Vanuatu-media landscape will be an advantage.

Desired skills also include interest/ability in photography and short videos, and graphic design.

See Project Overview for more information on the day-to-day activities.



## Selection Criteria

- a) Qualification  
Degree in Communications, Journalism or similar
- b) Experience  
Experience in coordinating communications projects/programmes within a government agency or non-government organisation
- c) Character  
Open minded, creative, practical, resourceful and team-player
- d) Skill set
  - a. Media: Production of talkback radio programs, press releases, news features/stories for print, radio and broadcast, and social media content.
  - b. Established networks within Vanuatu media and the fisheries sector.
  - c. Communications content: research and produce communications and information for online, digital, and printed products and merchandise. Also identify and source talent, arrange logistics for community video shoots, prepare key messages and scripts and support subtitles/translations.
  - d. Internal communications: report writing and layout design, presentations, and newsletters.
  - e. Event coordination: event management, venue bookings, speaker management.
  - f. Sound IT skills: Microsoft Word, Excel, PowerPoint, and Adobe Creative Suite, Google Suite and Canva Online.
  - g. Project management: ensure all project deadlines are met, and develop and manage workplans, budgets, expense reports, prepare progress reports and communications reporting.
  - h. Project reporting: Supporting the monitoring and evaluation of activities, prepare regular department reports, media monitoring and tracking outreach activities.
- e) Behaviour
  - a. Punctual, Integrity, Respectful, Honest, Cooperative, Trustworthy, Committed, Flexible, Adaptable.
- f) Language
  - a. English
  - b. Bislama
  - c. French



## Salary

Senior level post PS 5.1 under Vanuatu Fisheries Department PSC approved structure.

## How to Apply

Interested candidates must submit a cover letter, CV, links and/or examples of previous work to demonstrate their ability to fulfill this position before **19<sup>th</sup> March 2023**.

Please submit your application to [jobs@cchange4good.org](mailto:jobs@cchange4good.org)

## Project Overview

cChange is funded through the Pacific-European Union Marine Partnership (PEUMP) programme to support national information strategies that advance the scaling-up of community-based fisheries management (CBFM) in Melanesia, including Vanuatu. This work is being conducted in partnership with the Pacific-Community (SPC) and Locally-Managed Marine Area Network International (LMMA Network). The PEUMP programme is funded by the European Union and Government of Sweden.

The Vanuatu Fisheries Department (VFD) has developed a strategy to upscale community-CBFM in Vanuatu, including developing a dedicated team at VFD to advance these efforts. VFD has requested support for the senior communications officer to fill a critical need within these existing efforts. The senior communications officer will work closely with the CBFM unit, in addition to VFD leadership, and other key personnel, to build communications capacity building within the department, in particular assisting with coordination of VFD communications and information around CBFM upscaling and the delivery of VFD national level communications activities. There will be a focus on national media activities, social media, and the creation of locally-appropriate VFD outreach tools to improve direct engagement.

Expected outputs are a regular, effective talk back radio program on CBFM, highlighting lessons learned and best practices through community experiences, the regular creation of news and features stories on community experiences and success stories, and regular social media content, including short videos, to promote CBFM upscaling and encourage lessons exchanges. The position will also support the creation of simple, hands-on tools to share information with communities and support community-led discussions, including translating and market testing products. The learning from this initiative will create a series of long-term recommendations for VFD long-term to invest in cost-effective communication strategies.

VFD is a regional leader in efforts to upscale CBFM and it is expected its experiences will also inform and improve efforts regionally. cChange is a Pacific Islands organisation that specialise in communications and behavioural change and will offer support and mentoring to both the Senior Communications Officer and to VFD, based on its learning and experiences in the region.

