

## COMMUNICATIONS OFFICER (JPO)

The purpose of this Junior Professional Officer (JPO) position is to support to ensure visibility of the Project's work by informing the donors, stakeholders and the public about the Project, its activities, and achievements. The position is based in Kathmandu and may require travel to project areas. The Communications Officer reports to the CTA.

Education	Master's degree in communication or journalism or similar
Language	Good oral and writing skills in Finnish and English
Main duties	<ul style="list-style-type: none"> <li>• Design a Communications and Visibility Plan for the Project.</li> <li>• Plan the Project's communication activities together with the team.</li> <li>• Support the Project leadership in the media communications.</li> <li>• Write, edit and distribute various types of content, including material for a website, press releases, social media and other types of content that inform the public, stakeholders and donors of the Project, its activities and achievements.</li> <li>• Write newsletters.</li> <li>• Organize press conferences under the supervision of the Project leadership.</li> <li>• Provide information on the Project to the MFA and EU Delegation when requested.</li> <li>• Other duties considered necessary by the CTA.</li> </ul>
Experience/ Qualifications	At least two years of experience in communications, journalism, public relations or similar field with development agencies (multi-lateral, bilateral, INGOs) or development projects.
Skills	<ul style="list-style-type: none"> <li>• Advanced photoshop and layout skills.</li> <li>• Good networking skills.</li> <li>• Attention to detail.</li> <li>• Energetic, efficient and highly organized.</li> </ul>
Duty station	The position is based in Kathmandu and will require travel to project areas.
Duration	The appointment is for two years.