



Job Advertisement

Job Title: Communication Officer

Location: Zambia

Reports to: Technical Director

Application Deadline: 8th November 2024

Afrocab Overview: Afrocab Treatment Access Partnership (Afrocab) is an African network of HIV community leaders and advocates working to accelerate access to optimal HIV and co-morbidity treatments and prevention products. Afrocab primarily operates in sub-Saharan Africa, with a secretariat in Zambia and a network of people in twenty-two countries. Afrocab was established in 2011 to facilitate community treatment access dialogue with multinational and generic drug manufacturing companies, policymakers, UN agencies, civil society organizations, and others working on anti-HIV drugs and clinical research of new molecules and diagnostics. Currently, Afrocab is focused on three key areas: global advocacy, building global national and regional networks, and building country responses and coordination, all to move toward creating an ecosystem approach to addressing the complexity of delivering the highest quality and most cost-effective treatment of HIV and comorbidities in Africa.

Position Overview: Afrocab is seeking passionate, dynamic, motivated and experienced **Communication Officer** to enhance our visibility, support advocacy efforts, and communicate our impact effectively to stakeholders.

Key Responsibilities:

- **Content Creation:** Develop engaging content for newsletters, social media platforms, websites, and other communication channels.
- **Media Relations:** Maintain relationships with media contacts, draft press releases, and manage media inquiries.
- **Campaigns and Events:** Assist in planning and executing communication campaigns, events, and awareness initiatives.
- **Internal Communication:** Support internal communication efforts by developing newsletters, reports, and staff updates.
- **External communication:** Gather information and develop required concepts for organizational and program specific external communication strategies and plans.

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- **Social Media, business platforms and website Management:** Manage Afrocab's business platforms such as LinkedIn website etc, monitoring engagement, and analyzing performance.
- **Brand Management:** Ensure all communications align with the organization's branding and messaging guidelines.
- **Monitoring and Reporting:** Track and report communication activities to assess impact and suggest improvements.
- **Support Program Visibility:** Collaborate with program teams to highlight project achievements through stories, visuals, and reports.

Qualifications:

- Bachelor's degree in communications, Public Relations, Journalism, or related field.
- 2-3 years of experience within the public health/NGO field
- Strong writing, editing, and verbal communication skills.
- Proficiency in using social media platforms and content management systems (CMS).
- Experience with graphic design and multimedia tools is a plus (e.g., Canva, Adobe Photoshop).
- Ability to work under pressure, meet deadlines, and manage multiple tasks.
- Excellent interpersonal skills and ability to engage with diverse stakeholders.
- Knowledge of the non-profit sector and development work is an added advantage.
- Be registered with the Zambia institute of public relations and communication (ZIPRC)

What We Offer:

- Competitive compensation package (contractual)
 - Opportunity to contribute to a meaningful, impactful programs and advocacy efforts.
- A dynamic and inclusive work environment

How To Apply:

Interested candidates should submit a cover letter and CV to afrocab.recruitment@gmail.com by **8th November, 2024**. Please include "**Communication Officer Application – [Your Name]**" in the subject line

Please note: Only shortlisted candidates will be contacted.

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Afrocab Treatment Access Partnership is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.