

RURAL SUPPORT PROGRAMMES NETWORK (RSPN)

JOB DESCRIPTION		HR#002
1.0 Position Summary		
1.1 Position: Communications Officer	1.2 Department/Project: Programme for Improved Nutrition in Sindh (PINS): ER-3 Component (Nutrition Sensitive Interventions) of PINS	
1.3 Category/Grade: Professional - 2	1.4 Duty Station: Karachi with frequent travel to the programme areas in Sindh	
1.5 Reporting to: Programme Director PINS (ER-3)		
2.0 Job Responsibilities		
<p>RSPN will be responsible for implementation and management of ER-3 (Nutrition sensitive interventions) component of EU' PINS program. Under this program key focus will be implementation of Agriculture & food security and Water and Sanitation (WASH) interventions in ten districts of Sindh through signing of sub-agreements with partner RSPs (NRSP, SRSO and TRDP). This program will complement the efforts of Government of Sindh for reduction stunting through implementation of its multi-sectoral Accelerated Action Plan for reduction of mal-nutrition and stunting in Sindh (AAP).</p> <p>Communications Officer will be responsible for communication and visibility of the programme activities as per European Union's communication and visibility guidelines. Following are key responsibilities of this position</p> <ol style="list-style-type: none"> 1 Provide input for development of overall communication and implementation strategy of PINS programme; 2 Liaise with partner RSPs and other stakeholders to ensure that their work is being highlighted through RSPN's external communication; 3 Regularly update and highlight PINS (ER-3) programme activities on RSPN's website, social media e.g Facebook page; 4 Liaise with the media to undertake media advocacy and optimize media coverage for PINS (ER-3) programme; write and circulate press releases where appropriate; 5 Undertake field visits to target districts for documentation of success stories and providing communication support; 6 Ensure that the PINS (ER-3) programme publications and videos are of high quality and are disseminated appropriately; 7 Coordinate the development of publications - hardcopy and/or web-based, and provide quality control in line with the RSPN standards; 8 Support the Programme Director in organizing PINS (ER-3) programme communication and dissemination events; 9 Ensure that publications like case studies, programme updates, occasional papers, newsletters etc. are printed, and updated in a timely and consistent manner; 10 Maintain a stock of high quality photographs which reflect the work of PINS (ER-3) programme activities; 11 Provide input to partner RSPs on communications material and strategies; 12 Perform any other task assigned by the Supervisor/Management. 		
3.0 Required Qualifications, Skill and Experience		
3.1 Education: Master's or equivalent degree in Communications, Social Sciences, Development Studies or relevant field from a recognized university.		
3.2 Skills: Solid understanding of development issues; ability to speak and write English effectively; project a professional image consistent with the organisation's brand and standards; and demonstrate experience in designing and implementing communication and/or media outreach plans in support of overall organisational goals.		
3.3 Experience: Minimum 3 years of relevant experience in communications field in development sector.		

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