

ADVERT GELA Communications Officer

RESPOND BY 5 SEPTEMBER 2022 to gela@mrc.ac.za

Purpose

[Global Evidence - Local Adaptation \(GELA\)](#) is a three-year EDCTP-funded project which aims to enhance evidence-informed guideline recommendations for newborn and young child health in three countries in sub-Saharan Africa.

We are excited to appoint a part-time Communications Officer based with the Cochrane South Africa team at the South African Medical Research Council (SAMRC) in Cape Town. The objective of this role is to prepare excellent content to promote the GELA project, for print publications, website, email newsletters and campaign activities. The incumbent will be responsible for planning and delivering the communication strategy, engaging with internal and external stakeholders to support communications, and dissemination of GELA outputs. The incumbent will work pro-actively with colleagues across all GELA partners to ensure communications needs are understood and met in a timely and effective way.

Role of the Communications Officer

- Work with GELA team members, SAMRC Corporate Communications and designers to conceptualize and implement communications strategies and campaigns for the GELA project
- Develop, write and edit communications materials, including high-quality, scientifically accurate news articles, press releases, digital and social media content
- Promote GELA project communications through set up and leading appropriate social media channels and maintaining website content
- Ensure that all communications align with [EDCTP](#) and GELA guidelines and standards, and be familiar with GELA partner institution requirements
- Maintain digital media archives including photos and videos
- Respond to media inquiries and perform media outreach to achieve coverage in publications
- Co-ordinate production of content with topic specialists
- Monitor and keep abreast of newborn and child health policy and practice developments, and issues relevant to the GELA project

Requirements

- An honours qualification or higher in journalism or a related field and at least 5 years' experience working within an external communications or multi-media content environment.
- Ability to develop and implement communications strategies, monitoring performance to adapt accordingly
- Must possess exceptional writing skills and be able to compose engaging and accurate content
- Strong communicator who works well independently and with a team
- Exceptional organizational skills

GELA Project

- Experience with developing and/or commissioning Infographics
- Understanding of communications best practices
- Experience with graphics/video content development with the Adobe Creative Suite or similar
- Understand the best practices of main social media channels including Facebook, Instagram, Twitter etc.
- Interest/experience in science communication

Desirable

- Experience of developing and delivering communications strategies for research projects
- Interest and understanding of newborn and child health field
- Experience of working within international and national contexts
- Experience of healthcare and/or charity sector
- Science or public health qualification

Duration and pay rates

The part-time 1 day/ week position is for one year with possibility to extend up to the duration of the project.

Rate of pay will be commensurate with experience and qualifications and aligned with SAMRC conditions of service including equity considerations.

Documents required [submit 5 September 2022 to GELA@mrc.ac.za]

1. Cover letter
2. CV with named referees
3. Identification document
4. Proof of qualifications as relevant

For further information, you may contact the Project Coordinator Tamara Kredo (tamara.kredo@mrc.ac.za)