

# **Call for Application for the Position of: Communications and Outreach officer**

## **1. Background Information and Job Summary**

Foundation for ASM Development (FADev) is an independent non-Governmental Organization (NGO) registered in the United Republic of Tanzania, under the non-Governmental Organization Act, 2022 with registration No. 00NGO/R/0251.

The Foundation for ASM Development is established for purposes of promoting responsible and sustainable Artisanal and Small-scale Mining practices and enhancement of progressive life skills among Artisanal and Small-Scale Miners.

The Communication and Outreach Officer is expected to develop, organise and execute a wide range of activities to influence stakeholder participation in FADev programmes, and projects. It is expected that the Communication and Outreach Officer (COO) will build communication capacity of the team on project implementation. The right candidate will carry out content communication within and to the wider stakeholder group.

Together with the Executive Secretary and other technical staffs, Communication and Outreach Officer will develop strategic partnership with key players in the ASM sector in order to achieve FADev strategic goals by acting as a liaison person with all players. She/he will be able to integrate communication tools and channels in her/his work.

## **2. Required minimum qualification and experience**

Interested candidates must possess the following:

- Bachelor's degree in communications, marketing, and or Public Relations.
- A good understanding of social media strategies and public relations
- Previous work experience in the Extractive Sector is an added advantage
- Outstanding verbal and written communication skills.
- Creative and innovative.
- Strong attention to detail.
- Excellent organizational skills.
- The ability to multitask.

- Great interpersonal skills.
- Above average knowledge of various social media platforms, including Instagram, Twitter, and Facebook.

### 3. Terms of Contract

The successful candidate will undergo a three months' probation period. This position is for a renewable twelve months contract; however, the possibility of renewal is subject to availability of funds from donors. This position will be based in Dar es Salaam.

### 4. Application Process

Interested applicants should send their CVs and accompanying motivation letter via email to [coordination@fadev.or.tz](mailto:coordination@fadev.or.tz) addressing the Executive Secretary.

Deadline for application is 26<sup>th</sup> January 2024