



## Community and Communication Associate

### Who We Are

Douar Tech is a Moroccan association offering programs in rural and peri-urban areas. Our mission is to promote the resilience of vulnerable young Moroccans, especially women and those living in rural and peri-urban areas, through training in entrepreneurship, web development and other technology-intensive skills. Our approach focuses on blended learning models and engaging the surrounding entrepreneurial and technological ecosystems through programmatic and other professional networking initiatives. Douar Tech's empowerment model contributes to the socio-economic inclusion of women and young people from all regions of Morocco, helping them to fully seize the opportunities of the 21st century.

### About The Job

The Community and Communication Associate is a supportive role within the Operational Team responsible for fostering positive relationships between the organization and the communities it serves. This role requires an enthusiasm for innovative community engagement and a desire to grow with Douar Tech. We are seeking a dedicated individual, who will play a crucial role in executing community engagement strategies and communication plans to involve a diverse array of stakeholders, such as community members, alumni, local leaders, volunteers, and partner organizations.

This role is designed for a skilled communicator that cultivates strong, positive relationships within the Douar Tech beneficiary community and greater stakeholder ecosystem. S/he will contribute to the marketing and communication processes of Douar Tech, as well as developing institutional knowledge for the organization's long-term advancement. The Community and communication Associate is an active member of the Operational Team under the supervision of the executive director with varying involvement in Douar Tech's active programs. Ultimately, the Community Engagement and Communication Associate plays a vital role in ensuring effective communication, collaboration, and mutual understanding between the NGO and the communities it aims to support.

## Key Responsibilities & Job Specifics :

- Act as a key motivator in energizing staff, participants, and stakeholders in order to convey a consistent positive image for Douar Tech ;
- Advocate for Douar Tech's mission and values, ensuring a consistent and engaging representation of the organization's impact.
- Oversee Douar Tech social media and external communications, ensuring consistent and accurate messaging across all platforms.
- Manage and expand our online presence across various channels, keeping the audience informed about our evolving programs.
- Actively participate in relevant social media discussions and foster relationships with media and influencers, securing coverage aligned with our values.
- Assist in planning and promoting events, both virtual and in-person. Coordinates content development, promotion, live engagement, and follow-up discussions related to events.
- Create original and compelling content in English, French, and Arabic, implement effective scheduling and engage with the audience to maintain an active and dynamic online presence.
- Develop pedagogical and marketing materials with creative attributes that resonate with program participants and stakeholders, effectively conveying the organization's pedagogical approach and programmatic components.
- Make recommendations and create implementation processes for the improvement of pedagogical content, programmatic components, and communication/marketing ;
- Continuously assess and adapt communication approaches to optimize engagement with participants, stakeholders, and the wider community;
- Engage and sustain positive relationships with stakeholders, including program participants, partner organizations, and the larger community, through relevant communication channels and processes.
- Foster a sense of belonging and inclusivity within the Douar Tech community.
- Analyze engagement metrics, monitoring community interaction and providing regular reports on engagement levels and shifts over time. Assess the impact of strategic activities and refine community engagement and communication strategies based on data insights.
- Conduct research on relevant collaborators, potential sponsors, and similar programs, contributing to the advancement and growth of Douar Tech's initiatives.

## Your Profile :

- Self-driven, with a passionate interest in the Moroccan ecosystem of social entrepreneurship, and the educational technology field at large, with a high motivation for positive social change and youth empowerment ;
- Proven experience working with design programs including Adobe Illustrator and InDesign, Canva, and Microsoft PowerPoint ; ability to share an established portfolio is a plus ;
- Experience working with project management software, particularly Google Drive is required, and should be able to suggest emerging software tools to the team ;
- At least 2 years of experience working in high-impact project management, in fields related to youth empowerment and upskilling, youth training and job placement programs ; experience in program management, targeting vulnerable youth is a plus; experience in entrepreneurship and/or digital skills training program is a plus.
- Fluency in French and Arabic (written and oral), and proficiency in English, with a capacity to navigate and translate between these languages.
- Appetence for pedagogical content development with the ability to make tangible recommendations on course content, directly related to beneficiary evaluations and employability outcomes ;
- Team-spirited and autonomous hard-worker with a high capacity for solving complex issues and a high affinity for IT and the digital field; interest in web development languages and innovative digital tools is a plus ;
- Effective communicator able to articulate program content and propose solutions to improve learning outcomes for beneficiaries;
- Creative and innovative problem-solver with experience in youth professional insertion and implementation of soft skills programs;
- Results-oriented professional, motivated by the success of projects and positive community transformation for social impact.

## Application form :

<https://forms.gle/vsW7DxBPVbA4VXQ1A>

## Details about the position on our website :

[https://douartech.org/comm\\_associate](https://douartech.org/comm_associate)

Application deadline : 16th November 2023.

Location : Rabat ( Hybrid ).

*We are an equal opportunity employer and truly value diversity. We do not discriminate on the basis of race, religion, color, national origin, gender, sexual orientation, age, marital status, veteran status, or disability status.*