



Job Title: Communications Specialist

Project: Bridge to Middle School Activity (Bridge)

Date: June 7, 2024

Location: Rabat, Morocco

Preferred Start Date: August 15, 2024

Project Description

Family Health International 360 (FHI 360) is a nonprofit organization focused on human development, which works to improve sustainable living conditions by promoting integrated solutions adapted to the local context. FHI 360 is present in more than 70 countries and throughout the United States.

The anticipated project is a systems-strengthening and capacity-building intervention that seeks to improve students' ability to master key skills in the upper primary and middle school ("junior secondary") grades and to facilitate the transition between the two levels of schooling. Activities will address a) the ability of teachers to teach critical thinking, and students to master, literacy skills, math skills, and science skills in the upper primary grades; b) the ability of the Moroccan education system to provide high-quality literacy instruction in English and Arabic in the middle school years; and c) the ability of the Moroccan education system to provide high-quality STEM (Physics/Chemistry taught as one subject and Biology/Geology taught as one subject) instruction in the middle school years. Additionally, the project will build subrecipients' capacities to directly respond to the development problems prioritized by the USAID Mission in Morocco.

Position Description

FHI 360 Morocco is recruiting for the Bridge Project one (1) Communication Specialist. This is a full-time position based in Rabat and requires regular travel to the pilot regions and potentially other areas in Morocco as needed for the project.

Essential Functions

The Communications Specialist will lead the development and operationalization of the project's communications strategy and develop communications deliverables under the supervision of the Deputy Chief of Party in close coordination with the rest of the project's team. She/he will support on required technical, communication, and other critical tasks as needed. Leads evidence translation to various audiences within the education sector. Assists in the creation of project materials and announcements, events and other deliverables pertaining to organizational communications, including branding, and marking, and communications platforms in compliance with USAID and FHI 360 regulations. The candidate will ensure quality and smooth production from start to finish of projects, which includes the coordination with graphic design vendors and/or staff as needed, planning, and budget assistance.



Primary Responsibilities

- Responsible for effectively developing and implementing the project’s communication strategy including media outreach and social media content creation, as required in conjunction with USAID, the project, FHI 360 corporate communications, and key government stakeholders as feasible.
- Leads the development of innovative practices and communications products using local stakeholders’ voices as central elements.
- Designs and leads the implementation of activities and communications products for example using storytelling techniques to inform about project outcomes and best practices.
- Leads written translation of documents (especially from English or French to Arabic), including technical, and other project’s documents and products (social media posts, fact sheets, and other public communication materials, and official correspondences).
- Collects inputs from the technical team, and HQ members to inform communications activities and product design.
- Develops capacities of project staff, partners, and other education stakeholders to integrate appropriate communications development work into implementation.
- Continuously review the development of communications’ best practices, innovations, and evidence to inform project activities.
- Master and ensure compliance with USAID and FHI 360 communications policies, principles, and strategies, and keep up to date with relevant project developments, ensuring high quality deliverables.
- Provides translation and interpretation services as necessary from in French, English, and Arabic.
- Any other tasks as requested by the supervisor.

Other tasks

- Ensure that sub-awardees follow branding and marking guidelines and communications protocols.
- Supervises any communications-related specialized consultants or vendor (e.g., graphic designer, internet webpage developer).
- Conducts copyediting and formatting of project deliverables and studies, as well as review quality of translated documents (English or French - Arabic / Arabic – English or French).
- Supports the planning for press or public events and coordinates with media and press, when applicable.
- Assist the Deputy Chief of Party on required technical and communications tasks.
- Maintain updated documents, photos, videos, required photo release forms, and other project communications related files on SharePoint.
- Provide communications inputs to the project quarterly and annual reports and work plans, supporting editing, and formatting and visual presentation of reports as needed.
- Support development of and update project website as needed.
- Perform other complementary and job-related duties as required.

Position Requirements

Education	Required	Preferred
Bachelor's degree in development communications, advertising, marketing, or related areas.	X	
Master's degree in communication, advertising, marketing, or related areas		X
Experience	Required	Preferred
At least five years of experience working in a similar role	X	
Prior experience in an international non-governmental		X



organization (INGO). Experience working with USAID-funded projects.		
Regional experience in Morocco and/or in the MENA		X
Knowledge and Skills	Required	Preferred
Excellent writing, editing, and publication experience	X	
Mastery or experience with graphic design and image editing programs		X
Ability to manage multiple activities simultaneously while still meeting deadlines	X	
Ability to work independently and in a team environment	X	
Strategic thinker with meticulous attention to detail	X	
Excellent interpersonal and communication skills	X	
Strong computer skills (MS Outlook, Word, Excel, PowerPoint, email, and internet applications),	X	
Proficiency with virtual platforms.	X	
Language	Required	Preferred
Proficiency in English and Arabic (speaking and writing) and editing skills are required. French as an additional language is an asset	X	

To Apply

Please submit:

- A cover letter stating the job title plus salary expectations.
- An updated detailed CV.
- Contacts of three professional references (two of the three are direct Supervisors)

To: morocco.bmsjob@fhi360.org and put in the subject line of your message: **“Communication Specialist”**

CVs will be reviewed as they are received and will continue to be received and reviewed until the position is filled.

NB: Only shortlisted candidates will be called for interviews. Applications will not be returned.

The Bridge to Middle School Activity project is strongly committed to hiring qualified women, young people, and people with disabilities and would like to receive their CVs as well as those of other qualified people.

FHI 360 is an equal opportunity employer and does not discriminate on the basis of sex, race, ethnicity, religion, national origin, sexual orientation, disability, age, or on any other basis unrelated to a person’s skills and experience