

September 2024

Communications Officer to support Local-Self Governance and Decentralisation Reforms in the Republic of Armenia

We are extending our engagement to the Republic of Armenia and are looking for a part time Communications Officer to join our team and to be stationed in Yerevan.

You will be responsible for developing and implementing a communications strategy for an upcoming 2 year project in Armenia 2024-26. The project is anticipated to take place both in Yerevan and across Armenia, and will involve close collaboration with a broad selection of stakeholders both at national and local level, municipalities and international donors. You will work in close cooperation with the Team Leader based in Yerevan and under the supervision of our Project Manager based in Stockholm. The role may include frequent travel.

Location: Yerevan.

Duration: The contract is for 24 months (depending on funding being approved by the donor).

Contract type: Long term project-based (75% part time)

Start date: as soon as possible.

The overall objective:

To ensure strategic focus and focus on results, develop and maintain contacts with key stakeholders in Armenia and SALAR international in Stockholm, organize and oversee implementation of relevant project components, coordinate and coach the work of respective component teams

One of the priorities for capacity development identified in the first phase of the project was to develop a more strategic approach to external communication of the project. In particular, the project will focus efforts to create new – and improve – existing channels of communication with both higher levels of government, members and governing bodies, and the municipalities of Armenia, as well as increasing and improving the visibility of the project and its results for the wider public. Improving communication with government, other state and local actors and donors is a key aspect of developing effective lobbying and advocacy work and communication through social media to create a clear link between communication and advocacy efforts is a central part of this role. Additionally, the role is expected to assist in development of tools and channels for effective reform communication, including also developing and updating content on the soon to be launched Decentralisation Portal for Armenia.

Main responsibilities:

- **Lead the implementation of the project's communication strategy** and ensure that it is streamlined throughout the project's activities.
- **Provide technical support and advice related to:**
 - support in development of an advocacy and strategic communication plan to promote decentralisation and local-self-governance reforms in Armenia, including the full-fledged launch and maintenance of the newly developed Decentralisation Portal of Armenia (www.decentralisation.am).
 - development and implementation of a comprehensive Project communication action plan in line with the Project priorities and SALAR International communication strategy
 - more intensive, substantive and targeted use of project website and social media accounts based on objectives from communication strategy and targeting specified audiences
 - design and roll out a media campaign to support the visibility of the project with the wider public and key project stakeholders.
 - Work together with selected municipalities to jointly cover certain topics in their communication (in relation to specific advocacy initiatives)

Who you are:

To succeed in this job, leadership in planning, prioritizing, accompanying and follow-up of implementing a communications strategy are key prerequisites. You must think and act long-term and strategically and take decisions to reach the project objectives. You are creative and have strong problem-solving skills. You are a good team-player. You have perfect time-management abilities and strictly follow the deadlines. Proven experience with reform advocacy and strategic communication, communications within project development and process management is an asset.

You enjoy collaborating with a broad range of actors and you are skilled at creating and maintaining relationships over time where you also value the opportunity to learn from others. You have well-developed communication skills. You have excellent oral and written knowledge of Armenian and English. You enjoy working in an inter-cultural setting, you are reflective and self-aware.

Qualifications:

- Master-level degree in a relevant field, such as strategic communications, international relations, community planning and sustainable development, public relations or equivalent knowledge acquired in another way.
- Excellent understanding, knowledge and experience of good governance principles and public sector reform, preferably including both national, regional and local levels.
- Experience working with PR and communications within central or local governance is a merit.
- Knowledge of designing and rolling out communication strategies, social media campaigns, PR techniques and approaches as well as managing website communications.
- Working experience from international development cooperation
- Fluency in Armenian and English (verbal and written communication) is a requirement.

SALAR International is a value-based organization, guided by the fundamental principle of equal value and respect for each other. We value knowledge and we are curious and want to learn from others'

perspectives and experiences in order to develop our work. We have the courage to stand up for the solutions that we believe will deliver sustainable results.

Application: As soon as possible but not after 10 October 2024. SALAR will assess applications during this period and reserves the right to finalise the recruitment process before the deadline.

Send your application with CV and a short cover letter (indicating your location and mark the email with Communications Armenia) to opportunity@salarinternational.se

Contact: shane.quinn@skr.se for questions on the recruitment process and varsenik.mnatsakanyan@salarinternational.se on the role tasks and responsibilities. Interviews will be conducted on an ongoing basis and only shortlisted candidates will be contacted.