

## Posting: Senior Communications Officer (GFAN)

*Deadline for applications: February 21<sup>st</sup> 2018, 6 pm EST*

### Who we are:

International Civil Society Support (ICSS) is a Dutch-based organization whose mission is to create opportunities for cohesive and effective civil society and affected communities' advocacy on HIV/AIDS and related global health issues like tuberculosis and malaria.

International Civil Society Support is a small organization with only 7 staff (including this position) who all work in various locations: out of necessity then, we are a creative and collaborative group of individuals who are all capable of working very independently at a high-level to contribute to civil society efforts to meet global health related goals.

Hosted by ICSS, the Global Fund Advocates Network (GFAN) is a network of nearly 500 advocates from across the world who, via the digital and other platforms we create and support, work together to mobilize resources for a fully funded and effective Global Fund to Fight HIV/AIDS, Tuberculosis and Malaria.

### Who we are looking for:

- a pro-active, skilled communicator who is as comfortable creating interesting and engaging traditional and social media content including graphics, newsletters, and blog posts, as they are researching, writing and/or editing full-length reports on complex material related to the Global Fund
- someone who brings passion and creativity to work with them every day; someone who brings a strategic approach on how to communicate regarding the 3 diseases and global health, and; someone who recognizes and comes up with good ideas and can also make them happen
- someone who has experience creating digital media and design products, including graphics for print and social media, and report layout and design
- someone with 3-5 years experience at a mid to senior level in communications, particularly in an advocacy setting, with a solid understanding of the various types of initiatives that advocates would employ to seek change amongst decision-makers

### What this position does:

- Creates and realises the activities of the annual Communications Plan for the Global Fund Advocates Network in collaboration with the GFAN team at ICSS,

This is not limited to but will include: collaborative key message development for civil society on critical issues and for the processes, events and activities leading up to the 6<sup>th</sup> (and subsequent) Replenishment of the Global Fund, and communications tools and shareables for advocates to use in different contexts, countries and cultures as well as regular content creation for GFAN's digital platforms

- Creates an enabling environment throughout GFAN's digital platforms for discussion, information sharing and, linking and learning through advocates common successes and challenges
- Facilitates "virtual" and "global" amplifications of GFAN and GFAN members "in-person" advocacy activities at various fora
- Seeks out opportunities for GFAN to support its members and provide information sharing, linking and learning platforms to its members, as well as membership list maintenance
- Supports the work of the GFAN Speakers Bureau including direct support to GFAN members and Speakers for virtual and in-person meetings and media opportunities
- Supports ICSS colleagues' webinars and calls, maintains the ICSS and GFAN websites (Wordpress), and supports general internal collaboration platforms (with separate but light IT support)
- Other tasks and responsibilities as we discover the talents, skills, interests and subject matter expertise you bring with you

### Our work culture:

Our work is not about "us" as an organization: it is about the communities affected by HIV/AIDS, tuberculosis, and malaria, and global health challenges. Our desire is to provide effective platforms for all of civil society to ensure those voices are represented, heard and listened to at decision-making tables. Additionally, that advocates have an opportunity to learn from each other and collaborate for better, more effective responses to the 3 diseases within the context of universal health coverage and strong community and health systems.

We work in a fast-paced virtual work environment where making and maintaining connections is vital to our success and where you need to demonstrate that you can thrive independently but know intuitively when to reach out.

Most members of the team travel frequently for our work: this position is likely to require 4-8 trips per year with the potential for more travel required in particularly busy years.

### Our virtual work environment:

We all work from home offices wherever we happen to live, but arrangements have been negotiated on an individual basis for shared-work spaces on request.

We are all employed directly by ICSS in the Netherlands or via an ICSS partner organization in the country where our staff live to ensure that all staff have access to health benefits and experience “regular” employment social benefits, and standards, in their own country contexts.

We regularly try to use new innovative apps, sharing platforms etceteras to improve our collaborations but we are a work in progress!

### Salary and other administrative details:

*Salary:* Salary will be dependent on your experience and skill-set, but we expect the starting salary to be in the 50,000-55,000 USD range for a 0.8 FTE (32 hours/week).

Should you work in a country where we do not currently have staff, we will work to identify a local, partner organization to host your employment.

*Deadline for Application:* Wednesday February 21<sup>st</sup> 2018 by 6 pm Eastern Time/Midnight Central European Time. Submit all applications to Katy Kydd Wright at [kkw@icssupport.org](mailto:kkw@icssupport.org)

*What to submit:* Your CV, focusing on relevant work experience and academic background, and a letter of interest which clearly addresses how you are the person who can accomplish what is needed in this position.