**Communication Officer – Facility from the Regional Teacher Initiative in Africa**

**Project description:**

The Regional Teacher Initiative for Africa (RTIA), a programme funded by the EU/EC via the Education section (G3) of DG INTPA aims to improve learning outcomes and the socio-emotional development of children in Africa, by having a more competent, motivated and inclusive teacher workforce in basic education.

The RTIA especially seeks to achieve the following outcomes over 6 years:

* **technical assistance** for countries to support the development and implementation of policies, education, and professional development for teachers
* **testing and scaling up of successful programmes on teacher education and training** focusing on selected priorities (e.g. foundational learning, digital and green skills, gender-responsive pedagogy) including in crisis contexts
* **strengthening regional capacity, coordination and frameworks** (e.g. the implementation of the Continental Teacher Qualifications Framework and development of a continental digital competency framework for teachers)
* **research partnerships (regional and AU-EU)** on teacher policies, their satisfaction and well-being, and evidence for better teacher governance and professional development
* Regional knowledge sharing, advocacy, **coordination and capacity building for teacher policy and professional development**

Within RTIA, the Facility aims to support teacher policy and improve teacher education and professional development systems by i) providing capacity building at country level through technical assistance, ii) promoting innovation and scaling of effective teaching solutions; iii) increasing the production and use of data and evidence, and iv) promoting the use of regional frameworks, evidence-based practices, and joint learning at regional level.

The Facility will reach the above-mentioned objectives through its 3 windows:

* Window 1, to deliver technical assistance on teacher governance and teacher education and professional development based on the demand from eligible partner countries ,
* window 2, to test and scale effective programs for teacher education and professional development in the thematic areas of digital skills, gender, green skills, and pedagogical skills, including in the context of refugees and displaced populations,
* window 3, to create new research evidence and support the integration of evidence in the policy making process and in the design of teacher education and professional development programs.

In addition to these windows the Facility’s knowledge management and communication activities will further contribute to the sharing of knowledge, evidence, and best practices related to the overall Initiative outcomes.

The Facility is funded by the European Union and is co-implemented by a Partnership formed by 3 member state agencies: Expertise France (EF) for France, Enabel for Belgium, EDUFI for Finland. Expertise France has been designated the Coordinating Agency for this Partnership. With the Facility governance scheme serving as the Initiative's governance scheme, the Partnership works closely with UNESCO and UAC, in charge of the other 2 components of the EU Initiative.

The duration of the action is scheduled from 01.02.2024 to 31.01.2027 (36 months) with a budget of 46.000.000 EUR.

**Assignment description:**

Working at the Expertise France coordination office in Paris, the Communication Officer will play a pivotal role in shaping the communication and visibility strategies of the Facility. This position will be responsible for developing, implementing, and overseeing comprehensive communication initiatives to enhance the project's visibility and impact.

Focused on stakeholder engagement, content creation, and event coordination, the Communication Officer will play a key role in raising awareness, fostering partnerships, and promoting knowledge sharing to support the project's objectives. This position will be instrumental in enhancing and promoting the Facility to stakeholders in the 49 target countries in Sub-Saharan Africa. Additionally, the Communication Officer will facilitate the alignment of Knowledge Management and Communication strategies within the Facility and their alignment with other components of the Initiative led by the African Union Commission (AUC) and UNESCO.

Reporting to the Facility Team Leader and collaborating closely with the Programme and Knowledge Management Units, he/she will perform the following tasks:

Responsibility 1: Implementation of the Communication Strategy and 3-year Action Plan

* Lead the implementation of the Communication strategy and 3-year action plan, ensuring alignment with the Facility’s objectives and effective outreach to target audiences.
* Develop comprehensive work plans that detail specific communication activities, including timelines, budgets, and resource allocations.
* Regularly review and adjust the action plan in response to evolving project needs, stakeholder feedback, and changing external conditions.
* Monitor the performance of communication initiatives, analysing metrics such as audience reach, engagement levels, and message effectiveness, to inform future strategy refinements.
* Keep track of and file all communication and visibility products and materials on the share drive of the Facility (SharePoint)

Responsibility 2: Stakeholder Engagement and Coordination

* Cultivate and maintain strong relationships with project stakeholders, including the donor (INTPA unit 02), partner organizations (Enabel, VVOB, APEFE, EDUFI, UNESCO, AUC), grantees, government agencies, and civil society groups, to ensure alignment and support for project objectives.
* Coordinate the communication working group with communication focal points of each agency involved in the implementation of the Initiative.
* Coordinate communication efforts with mobilized experts, providing guidance on visibility issues and facilitating their engagement in project communication activities.
* Serve as the primary point of contact for public relations activities, managing media inquiries, organizing press events, and cultivating positive relationships with journalists and media outlets.
* Collaborate with project teams, external partners, and EF communication department to identify and leverage opportunities for strategic partnerships, joint communication initiatives, and knowledge-sharing activities.

Responsibility 3: Content Creation and Event Support

* Advise and support operational teams in producing engaging social media content around each window and initiatives related to RTIA.
* Advise and support operational teams in producing content and communication materials ahead of key project events such as Initiative Steering Committee meetings, seminars, online webinars and workshops.
* Oversee the development and delivery of visibility products and materials, including brochures, reports, infographics, and promotional videos, ensuring alignment with project objectives and branding guidelines.
* Update and adjust existing communications templates, guidelines and policies as needed.
* Coordinate communication efforts for project events, managing logistical arrangements, developing event agendas and promotional materials, and facilitating media coverage.
* Provide guidance and support for the publication and dissemination of key documents, including reports and leaflets.
* Monitor and evaluate the impact of communication materials and events, gathering feedback from stakeholders, analyzing audience engagement metrics, and documenting lessons learned to inform future efforts.

Responsibility 4: Web content management

* Develop and update content for the project webpage based on the approved structure, in consultation with the Facility's partners and DG INTPA.
* Coordinate with all implementing partners to align and adjust all existing web content disseminated by each agency.

The Communication Officer may perform additional tasks and responsibilities pertaining to the operations of RTIA, as delegated by the Facility Team Leader. The described tasks involve the necessity to network and interact with a multiplicity of institutions and stakeholders from EU and Sub-Saharan countries and require readiness and ability to travel abroad when necessary.

**Qualifications**

Skills:

* Master’s degree in Communications, Public Relations, Journalism, Marketing, or a related field.
* Excellent written and verbal communication skills in both French and English; proficiency in additional languages such as Spanish, Portuguese, or Arabic is a plus.
* Strong organizational and project management skills, with the ability to manage multiple tasks and deadlines effectively.
* Proficiency in using MS Office applications (Excel, Word, PowerPoint, Outlook) and communication tools (social media platforms, content management systems, design software).
* Ability to develop and implement strategic communication plans and monitor their effectiveness.
* Strong interpersonal skills with the ability to build and maintain relationships with diverse stakeholders.
* Creative thinking and problem-solving skills, with a proactive and results-oriented approach.
* High level of integrity and professionalism in handling sensitive information.
* Commitment to the mission and values of the agency, with a focus on promoting diversity, inclusivity, and cultural sensitivity.

Experience:

* Minimum of 5 years of professional experience in a communications role, preferably within an international public or non-governmental organization.
* Proven experience in developing and implementing comprehensive communication strategies and visibility plans.
* Experience in content creation, including writing, editing, and producing communication materials such as reports, brochures, infographics, and videos.
* Demonstrated experience in organizing and coordinating events, including logistical arrangements, agenda development, and media coverage.
* Previous experience working with projects or programs in Sub-Saharan Africa is highly desirable.
* Familiarity with EU communication and visibility guidelines and procedures is advantageous.
* Experience in managing relationships with diverse stakeholders, including donors, government agencies, partner organizations, and media outlets.
* Previous work experience in a multilingual and multicultural environment is an asset.

**Contract information.**

We offer an EF contract with a competitive salary and benefit package which includes comprehensive insurance cover, social security, pension contribution, 13th month, vacation allowance, transportation allowance, annual performance bonus, etc.

**Application.**

Documents to be provided:

* A CV
* A cover letter
* Any business references including email and telephone contacts.

\* NB: Before applying, candidates must ensure they have the necessary documentation to work legally in France, including a valid work permit. Expertise France cannot undertake the necessary procedures.