



Communications Officer

Location: Nairobi, Kenya

We believe in a world in which every human life is valued, and health and human dignity are shared by all.

We believe that access to quality healthcare is a basic human right. For more than 100 years, we have worked with global partners to deliver locally sustainable, quality healthcare solutions to women, children and their communities. We're ready to make it 100 more.

We believe change starts with her.

We work tirelessly for women's and children's health because they are disproportionately affected by illness and poverty. We know that healthy, educated, and empowered women are better able to raise healthy, educated, and confident children, and that communities depend on their livelihoods. We're making an impact – [learn more](#).

Building around a new CHAMPS (CHildren And Mother PartnershipS) model, CMMB will work at both the community and clinical levels in these targeted communities to strengthen health services and address the leading causes of maternal and child death. In addition, CMMB will expand its volunteer program to strengthen health care delivery in CHAMPS-supported facilities and will engage with the pharmaceutical industry to help meet the needs of CHAMPS communities and facilities.

CMMB is committed to learning and evolving in order to successfully achieve impact in its strategy and will have strong vertical and horizontal team structures in alignment to the global strategy in order to encourage accountability, communication, and effective project management.

We believe in people.

We strive to live out our core values of **collaboration**, **love**, **excellence** and **respect** every day. We provide our employees with a competitive salary and a meaningful benefits package, with opportunities to learn and grow. We especially encourage all persons of diverse backgrounds to apply. *Read more from our President & CEO below.*

Program Summary

The Programs Department plays a critical role in achieving CMMB's [strategy around improving the lives of women and children](#), by leading the provision of high quality programs focused on children's and mothers' health, and particularly in the development and implementation of our [CHAMPS model](#). This team is also responsible for generating revenue from and partnering effectively with government(s), major foundations, and other major donors, and will help to position and enhance CMMB's technical capacity and reputation in the field of global healthcare.

CMMB has been working in Kenya for almost 15 years. CMMB works to ensure that the most vulnerable populations, especially mothers and children, have access to quality services in health care, health promotion and illness prevention.



Overview

Reporting to the County Director – Kenya, the Communications Officer is an integral part of both the Country Office and New York communications teams. He/she will be responsible for identifying, collecting and cataloguing stories and images about CMMB's work and other relevant topics through interviews and content gathered from beneficiaries and staff. He/she will further be responsible for vetting, obtaining necessary approvals and posting content on a multitude of platforms for numerous audiences. This role will require travel to in-country project sites for in-person interviews and content gathering. The role will also require photography skills and collection of appropriate release forms.

The Communications Officer will also be required to work with the New York communications team, participating in weekly status meetings, reviewing proposed and or drafted content. He/she will also be responsible for local external communications directed by the country office, including press releases to local media, website, social media, and in-country partners.

Additionally, the position is responsible for communications support, including writing and developing content that supports various program areas in the organization. The Communications Officer will be responsible for providing content that is engaging, informative, and visually appealing to be distributed across local digital and social media channels and local media outlets. This is a highly collaborative role requiring working across time zones, countries, and teams.

The role will function as an internal journalist and should adhere to the ethics and brand guidelines set by CMMB at all times. This role requires a true go-getter who is comfortable connecting with people and getting to the core of a story.

Responsibilities

Story and Image Gathering

- Responsible for finding inspiring stories within country programs, working with staff and beneficiaries, and volunteers
- Post, manage and monitor social media accounts
- Engaging in interviews with staff and community members to get firsthand accounts of CMMB's impact and the challenges faced
- Responsible for diligent recording and documentation of content gathering (stories/interviews/images) and transcriptions into English when necessary
- Tasked with cataloguing stories into appropriate and organized filing system
- Tasked with taking compelling and respectful images of CMMB's work in action, including staff in action, project sites, and more
- It will be the Comms Specialist's responsibility that all required consent forms are completed, properly stored and shared
- Encouraged to teach staff and community members to share photos
- Work collaboratively and support professional photographers contracted to capture projects when scheduled



Branding

- Ensure that all materials adhere to the voice, branding and marketing requirements.
- Responsible for ensuring staff have branded materials and clothing, especially during a communications-related shoot day
- Use branded language on social media and in local press releases

Social Media

- Provide content and strategy for local CMMB Facebook, Instagram, and Twitter pages
- Execute posting of content on a consistent schedule to be determined by country leadership
- Responsible for monitoring of local social media and escalating any concerns regarding social media to upper management
- Create strategy to increase engagement and reach in local communities, helping disseminate health information and stories to local people

Release and Protocol

- Safe-guarding CMMB's brand in social media, story gathering, and media relations
- Procuring and cataloguing photo and story releases

Public Relations

- Working with local media to promote CMMB stories in local press
- Sharing stories with local partners to enhance collaborations

Qualifications and Experience:

- Fluent in English and Swahili.
- Bachelor's degree or 3 years of experience in journalism, communications, international relations, marketing, or another applicable area.
- Experience developing and implementing communications strategies and producing communications products.
- Enjoys creating and implementing new initiatives.
- Passion for CMMB's mission, vision, and core values: collaboration, love, excellence, and respect.
- Strong attention to detail, project management, interpersonal, organizational and communication skills
- Highly collaborative style.
- Self-starter, able to work independently and entrepreneurial.
- Must be comfortable working for a faith-based organization.

How to apply

Visit our [careers page](#) for more information and [click here](#)

All applications must be received by 31st May 2022

Note: Only Shortlisted candidates will be contacted.

To learn more about us, visit our website at www.cmmmb.org.