

LOCAL POSITION SHORT-TERM COMMUNICATIONS COORDINATOR

Seeds of Life (SoL) seeks local Timorese candidates for the position of **Communications Coordinator**. This is a temporary 6 month position based in Dili with possibly some travel to the districts. The successful applicant will be required to start on the 9th June, 2014.

The Communications Coordinator will work closely with the communications team, and duties will involve coordinating all SoL communications activities including:

- assisting the development of communication and extension materials for other program components (e.g. research, formal or community seed production & distribution, training);
- building the resources and skills within MAF-SoL to implement the communication activities necessary to support a sustainable national seed system in Timor-Leste;
- working with local community radio and national media to promote the uptake of improved staple crop varieties, agronomic practices, seed and food storage and human nutrition;
- collaborating with other Government agencies and NGOs to facilitate the behaviour and production changes that enable rural communities to progress beyond subsistence;
- exploring the use of social media, mobile telephone, street theatre and radio drama for social engineering behaviour change; and
- assisting in the maintenance of the SoL website including advising other SoL implementation and support components on content development.

Qualifications & Experience:

Essential:

1. Secondary School required, Diploma preferred
2. Attention to detail
3. Hard working and flexible attitude
4. Good computer skills (must be competent with Microsoft Office, and **at least one visual editing software** such as Finalcut Pro, Audition, Wordpress, Indesign, Photoshop, Lightroom or Illustrator)
5. Good verbal and written communication skills in English and Tetum
6. Good interpersonal skills and ability to work in an international environment
7. Good organisation skills and ability to prioritise workload
8. Reliable and trustworthy

Desirable:

1. At least 2 years previous experience in media or communications at a high level in Timor-Leste
2. Work experience with an international organisation
3. Language skills in Indonesian and Portuguese

Applications:

Applications must be submitted by **COB Monday 19 May, 2014**. Applications must include a cover letter, resume, two referees, contact address/phone. Applications can be submitted directly to Seeds of Life located at the Ministry of Agriculture & Fisheries (MAF), Comoro Road, Comoro or emailed to carla.dasilva@seedsoflifetimor.org. Only short-listed candidates will be acknowledged.