



Job Advert

Issue Date: 16th December, 2024.

Hope Alive for Possibilities Initiative (HAPI) is a women led organization of persons with disabilities that works to facilitate the inclusion of, and achievement of rights for women and girls with disabilities in line with human rights frameworks such as the United Nations Convention on the Rights of Persons with Disabilities (CRPD), Sustainable Development Goals (SDGs), Global Disability Summit commitments, Africa 2063 Agenda and Nigeria Disability Act. Since inception in 2021, HAPI has been addressing issues faced by women and girls with disabilities with strategic focus on SGBV/SRHR, Climate Change, political participation, Entrepreneurship, policy base advocacy and Education.

JOB LOCATION: FCT-Abuja.

JOB TITLE: Communication Officer

Deadline for Applications: 5:00pm December 27, 2024.

Method of Application: Interested and qualified candidates should send via email, their CV and a Cover Letter explaining suitability and motivation for the job to: info@hapinigeria.org.ng

Note:

- Only Electronically submitted applications via email will be entertained and all application information should be contained in only one MS Word or PDF document. Documents in any other format will not be considered.
 - Subject of Emails must clearly state the Job Title applied for.
 - Applications received after the closing date will not be considered
- Only shortlisted candidates will be contacted for follow up and interview.
- young women with disabilities who meet the criteria are strongly encouraged to apply.



MAIN DUTIES, TASKS AND RESPONSIBILITIES

- Develop and implement the HAP's communication strategy
- Manage the HAP's website, social media, and other online platforms
- Produce high-quality content, including press releases, articles, and social media posts
- Build and maintain relationships with media outlets, journalists, and influencers
- Manage media inquiries and interviews
- Develop and maintain the organization's brand and visual identity
- Collaborate with program teams to develop communication materials and strategies
- Monitor and evaluate the impact of the HAP's communication efforts
- Experience working with disability organizations or in the disability sector
- Knowledge of accessibility guidelines and standards, such as image description and closed captioning.
- Experience in graphic design, photography, or video production
- Model and promote HAPI's values, culture and inclusive practices and promote disability and gender equality with colleagues.

Qualification/Requirements

- Bachelor's degree in Communications, Journalism, or related field
- At least 3 years of experience in communications, media relations, or public relations
- Excellent writing, graphics designing, editing, and verbal communication skills
- Experience in managing social media platforms and online content
- Strong understanding of disability rights and inclusion
- Ability to work in a fast-paced environment and meet deadlines
- Strong analytical and problem-solving skills
- An effective team player who is able to work diplomatically and with sensitivity with individuals from a variety of cultures, professions and personal backgrounds.
- High level of professionalism, maturity and integrity when dealing with sensitive information and issues.
- Quality & results oriented.
- Ability to work under pressure, prioritize tasks efficiently and meet critical priorities.
- Highly organized and self-directed, comfortable working in a fast-paced environment with changing priorities and under minimal supervision.