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<th><strong>Organization:</strong></th>
<th>African Ministers’ Council on Water (AMCOW),</th>
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<tr>
<td><strong>Title:</strong></td>
<td>Manager of Communications and Visibility</td>
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| **Job Function:** | Function: Regional Engagement and Partnerships Development  
Reports to: Director of Regional Engagement and Partnerships Development |
| **Classification:** | Grade: P3 (out of a P1 - P5 professional grading structure)  
Date Posted: 17th July, 2018 |
| **Background:** | AMCOW is an intergovernmental, Pan-African, non-budgetary institution working under the Specialized Technical Committee on Agriculture, Rural Development, Water and Environment of the African Union (AU), and provides political oversight on water resources and sanitation in Africa. AMCOW’s mission is to promote cooperation, security, social and economic development, and poverty alleviation among member states through the effective management of the continent’s water resources and the provision of water supply and sanitation services, and is mandated to provide political leadership in the implementation of the African Water Vision 2025 and water components of the African Union’s Agenda 2063. For more information, refer to: [http://www.amcow-online.org/](http://www.amcow-online.org/).  
The position of Manager of Communications and Visibility is one of the three management functions under the Director of Regional Engagement and Partnerships Development at AMCOW Secretariat located in Abuja, Nigeria. The scope of responsibilities covers the overall Communication and Visibility activities. |
| **Responsibilities:** | The Manager of Communications and Visibility function is a strong support to the Director of Regional Engagement and Partnerships Development, who leads and develops an internal team to support the following areas:  
- Management of all communications efforts aiming to enhance the Secretariat’s activities, visibility, public relations, and policy advocacy positions amongst a broad range of AMCOW Member States, strategic partners, and high-profile stakeholders.  
- The Communications and Visibility Officer, under the leadership of the line Head, and in partnering with the Learning and Knowledge Sharing Manager, the Regional Engagement Manager, as well as the Projects management team, plays a critical role in planning, coordinating, and supporting the organization and implementation and/or delivery of various communication activities with a wide range of high-profile stakeholders. Such stakeholders of particular importance would include the Technical Advisory Committee (TAC), Regional Economic Commissions (RECs) and the Executive Committee (EXCO) of the Governing Council composed of African Ministers of Water.  
The Communications and Visibility Officer is a key position to assist the Secretariat to achieve the following overall objectives:  
- Enhance AMCOW’s presence and visibility at the regional level, aiming to promote effective policy-making tools and useful intelligence in the water and sanitation sector.  
- Properly promote regional synergies and country level efforts in common advocacy and awareness activities on the targeted themes and issues in the water resources, water supply and sanitation sector.  
- Duly instruct, coordinate and provide technical support to AMCOW staff at the regional centres in extending the reach and visibility of the Secretariat such that its Member States and strategic partners are properly informed and timely updated on its activities, with an eye to encourage and motivate them to support and build upon AMCOW’s initiatives at the regional and national level.  
More specifically, the Communications and Visibility Officer is responsible for managing the following key activities: |
- Ensure consistent and proper use and visibility of AMCOW’s brand by improving communication activities’ effectiveness and outreach, in order to enhance awareness and understanding of water and sanitation issues amongst Member States and through country, regional and wider public events like Africa Water Week and AfricaSan Conferences;
- In cooperation with the project managers and overall Secretariat staff ensure AMCOW is consistent with its branding compliance as well as donor visibility; in this respect, also ensure adherence with AMCOW policies, tools, rules and respective guidelines.
- Prepare press releases and interview messages, as well as coordinate, proofread and assure content delivery of AMCOW’s newsletters and other types of communications, ensuring consistency in language, style, formatting, branding elements, etc.;
- Continuously manage the media relations (and media plan) by strongly liaising with journalists and other media operators to ensure fair representation of AMCOW’s programs and activities in the Media, in addition to monitoring and using the social media to communicate and enhance AMCOW’s advocacy, policy making, presence and knowledge products.
- Manages the website of AMCOW to ensure that the all communications meet the required branding standards.

**Experience:**

- Minimum 10 years of work experience, of which, at least 6 years of solid hands-on experience in public relations, advertising, communication and advocacy activities in a dynamic and responsive environment of inter-governmental, donors, multiple and high-profile stakeholders.
- Proven commitment to excellence and successful track record of managing the quality and content of advocacy, communication and visibility activities.
- Extensive and successful experience in managing representation and PR for important international events, developing relevant media plans and managing media relationships, developing and reviewing content and delivery of communication tools and instruments.
- Superior diplomacy and relationship building skills with an ability to liaise, prioritize, negotiate, and work with a prolific variety of cross-cultural and high profile stakeholders.
- Experience or good familiarity with the water resources, water supply and sanitation sector development in Africa.
- A track record of accountability through successful management and meeting of objectives.
- Multi-tasking skills with the ability to wear many hats in a fast-paced, challenging and rewarding environment.

**Technical Expertise:**

**Required Expertise:**

- Strong experience in designing, planning and managing communications, visibility and outreach activities at international and high-profile audiences and events, at a variety of venues.
- Excellent writing, expertise in content creation and quality assurance; effectively addressing audiences including senior government representatives, academia, civil society, and the public in general.
- Very strong and successful experience in developing, enhancing and managing media relations, both traditional and social/online venues.
- Expertise in proper institutional branding, including design, compliance, management.
Submissions of Applications:

Interested candidates for this position should submit or email their formal application and resume not later than 12:00 (Noon) on 20th August 2018, to:

**The Executive Secretary**
**African Ministers’ Council on Water (AMCOW)**
No. 11, T.Y. Danjuma Street, Asokoro District
Abuja, Nigeria.
Email: secretariat@amcow-online.org

Please note that only shortlisted candidates will be contacted.