



VACANCY ANNOUNCEMENTS

The African Comprehensive HIV/AIDS Partnerships (ACHAP) is a country-led, public-private development partnership between the Government of Botswana, the Bill & Melinda Gates Foundation, and Merck Company Foundation which provided strategic support to Botswana's national HIV/AIDS response since 2001.

With ACHAP's support Botswana succeeded in establishing the first national HIV treatment programme on the African continent and with ACHAP assistance has enabled increased access to HIV counselling and testing services and as well as pioneering the introduction on a national scale of provider initiated (routine) counselling and testing greatly enhancing access to treatment and preventive services such as PMTCT. ACHAP has embarked on a Phase II support to Botswana's response focussing on catalysing and scaling up prevention services, to significantly reduce HIV transmission.

ACHAP seeks to appoint suitably qualified and highly motivated individuals with strong commitment to programme implementation to the following positions:

COMMUNICATIONS AND ADVOCACY MANAGER - Gaborone

Job purpose

To develop and oversee the implementation of communications and advocacy initiatives in order to support ACHAP's strategic objectives

Roles and responsibilities

- Leads in the development of communications and advocacy strategy, policies and programmes that support the achievement of ACHAP's strategic objectives
- Directs the development of annual Communications & Advocacy work plans and budgets in line with specific programme objectives and ensures expenditure is within budget
- Directs the implementation of communications and advocacy plans and programmes and ensures that progress is monitored and evaluated regularly
- Supports the Chief Executive Officer in his role as senior "on the record" representative for ACHAP, including representing ACHAP in public speaking engagements and assisting in speech writing, as needed
- Maintains a positive organizational image through implementation and ongoing improvement of Corporate Identity (CI) Standards, and guides management on proper application of CI Standards;
- Leads in providing advice and support to internal and external stakeholders for effective communications platforms and collaterals
- Collaborates with all departments in order to provide effective communications and advocacy support for program delivery and support to organizational activities.

Knowledge and Experience

- 10 years experience, 5 of which should have been at management level in a post that includes a blend of :
- communications, advocacy, public affairs and media relations
- Media engagement/how to deal with the media
- Branding/corporate identity development and management
- Networking, mentoring and capacity building in Communications for ACHAP staff and stakeholders.

Knowledge of Regional and international media code of ethics/governance is essential

Qualifications

- Degree in Communications, Marketing , International Relations, Public Relations, Journalism or related field
- Masters degree in related field is an added advantage
- Membership to a professional body i.e. PRISA or IABC

Attributes and Skills

- Communication
- Networking and relationship management
- Advocacy
- Capacity building

Length of Contract

The length of contract is one (1) year

Remuneration

ACHAP offers an attractive salary that is commensurate with qualifications and experience.

Application letter and CV should be addressed to the attention: The Human Resource Manager, Private Bag X033, and Gaborone, Botswana. Applicants are encouraged to submit their applications electronically to: recruitment@achap.org alternatively, they can be hand delivered to The African Comprehensive HIV/AIDS Partnerships (ACHAP) Head Office at Block C, Plot 61920, Letsema Office Park, Showgrounds Office Park, Gaborone Botswana

Closing date for applications: **19th July 2013**