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**Center for International Forestry Research (CIFOR)  
Terms of Reference – Junior Communications Consultant**

**Title of Assignment:** Junior Communications Consultant for Central Africa

**Office:** Yaoundé Hub

**Team:** Communication, Outreach and Engagement

**Duty Station:** Yaoundé, Cameroon

**Background:**

The Junior Communications Consultant for Central Africa will support the implementation of CIFOR's communication strategy in the Congo Basin. He/she will work closely with CIFOR's team in Central Africa to maximize the visibility of CIFOR's activities in the region.

**Objectives of the assignment:**

1. Support the implementation of CIFOR's communications strategy for Central Africa and regional projects.
2. Increase the engagement and outreach of CIFOR social media accounts for Central Africa.
3. Increase CIFOR's presence in regional media.
4. Create awareness on forest-related issues across the region.

**Responsibilities:**

- Manage CIFOR Central Africa social media accounts.
- Drafting and editing press releases, blog stories, multimedia packages and corporate communication documents in French.
- Maintain media relations with journalists in the region.
- Organize conferences and workshops.
- Review and edit English to French translations.
- Assist CIFOR scientists to prepare presentations.
- Upload content to CIFOR's Forests News French blog.
- Review the correct use of CIFOR's branding on publications and other communications tools.
- Ad-hoc communications support to Yaoundé Hub scientists and the COE team.

**Duration and phasing:**

Six months fix consultancy contract (local) starting 01 March 2020, with the possibility of renewal upon satisfactory performance.

**Requirements:**

- Master's degree in the fields of communications, sustainable development, journalism, international relations or similar subjects.
- 1-2 years of professional experience in the fields of communications, public relations, journalism, or campaigning.
- Proven interest in sustainable development. Strong motivation to pursue a career communicating pressing environmental issues.
- Tech-savvy with excellent command of digital tools and social media.
- Native-level French (C1-C2).
- Good command of English (B2).
- Knowledge of Wordpress, Canva, Piktochart, Hootsuite, Mailchimp and other communications platforms would be an asset.
- Previous experience within an international organization would be an asset.

- Previous experience doing fieldwork and communications for behavioral change would be an asset.

**How to apply:**

Please send a copy of CV (two pages maximum) and motivation letter (one page) in either English or French to Ahtziri Gonzalez ([a.gonzalez@cgiar.org](mailto:a.gonzalez@cgiar.org)) before the **10 of January 2020**.

Subject line should be: LASTNAME\_FIRSTNAME\_COMMUNICATIONSYAOUNDE

