HIH Madagascar Communications Coordinator Job Description

Title: Communications Coordinator
Department: Advocacy & Communications
Reports to: HIH Madagascar Deputy Country Director
Location: Farafangana
Status: Full-time, 12 months renewable contract

POSITION OVERVIEW
Health In Harmony aims to scale organizational marketing to support ambitious targets in fundraising, programmatic growth, and advocacy. The Communications Coordinator is a critical role in representing the work of the organization in order to put HIH’s impact, mission, and plans in front of a growing and globally influential audience, in order to center rainforest community stories, expertise, and capacity in climate justice solutions.

ABOUT US
Health In Harmony is an international nonprofit dedicated to reversing global heating, understanding that rainforests are essential for the survival of humanity. Using the innovative process of Radical Listening, we collaborate with the experts – rainforest communities – to create the change the planet needs. We do not wait for others to act but hold ourselves accountable for the planet’s future. Humanity must halve atmospheric carbon by 2030, and we are committed to making a significant impact on this drawdown. In order to scale, our work is deeply rooted in monitoring, data, and evaluation.

Health In Harmony is an equal opportunity employer and is committed to equity as a core organizational value. The person in this role should be able to demonstrate a commitment to diversity, equity, and inclusion.

ESSENTIALS OF THIS ROLE
Content
- Manage photo and video content using Air (media drive)
- Provide context and descriptions for all media to be used on HIH’s digital marketing channels
- Create subtitles for shareable video content
- Identify media / marketing opportunities, create and share this content with HIH Global
- Support PR processes (escorting journalists when on-site, organizing materials such as press photos and headshots, etc.)
- Ensure brand guidelines are followed in all content produced by HIH Madagascar
- Handle local media requests and contact local media proactively to promote HIH
- Manage in-country communications in local languages and local media outlets
- Maintain close contact and organise events with key national media (e.g. press conferences, press briefings)
- Monitor and report on local media, flag significant articles, trends, news or reports of importance for HIH
- Produce strategic reports on the local media landscape (key media, audience members, political affiliation, ownership, freedom of speech, use of social media, etc.)
- Supervise the production of and edit local communication tools and products (leaflets, brochures, posters, radio spots, articles, photos, videos)
- Raise the awareness of the field team about how to communicate externally and maintain the reputation of HIH in dealings with communities, staff and other key stakeholders

**Community Thriving Narratives (CTN)**
- Work with communities living in and around the Manombo Rainforest to support piloting a new way of sharing content and stories through HIH’s Rainforest Exchange platform
- Train community members on using various digital technologies, including cameras, audio equipment, or social media platforms
- Work collaboratively with HIH global staff to design CTN governance, consent, translation, and data sharing protocols.
- Be a bridge between HIH Global staff and the local team & rainforest communities
- Develop, assess, and adapt CTN based on community involvement, team input, and initial public response through testing
- Lead the writing of a Madagascar-specific CTN manual in collaboration with HIH global staff

**ESSENTIAL EXPERIENCE**
- BA in communications or social studies
- Highly organized with strong relationship skills - ability to plan ahead, work with community members, local and international team members
- Project management experience
- Strong writing and storytelling skills
- Experience adapting written and spoken content to different brands
- Excellent judgment with the ability to maintain privacy and confidentiality
- Analytical mindset, flexibility, and ability to assess and pivot
- Written and spoken Malagasy
- High level (C2) of written and spoken English

**DESIRED EXPERIENCE**
- Video & photo editing skills
- Strong design ethic and Canva skills
- Experience with Asana

**PERSONAL TRAITS**
- Must be passionate about environmental conservation and community development
- Strong initiative, drive, and self-management to initiate and complete projects; seeking out resources and collaborating as needed
- Humility, flexibility and willingness to test, shift your thinking, and try something new
- Able to work in small team environment – helpful, dependable, respectful, approachable
- Awareness and skills to create an equitable and inclusive work environment

APPLICATION PROCESS
Please submit a CV and a cover letter in English or French describing your interest in this position to: careers@healthinharmony.org. **Deadline for applying for this position is August 2, 2023.**