



SOS Children's Village Ethiopia
National Office

National Communication and Partnership Coordinator **(Addis Ababa, Ethiopia)**

SOS Children's Villages is a dynamic social development organisation, focussing on the long-term family-based care of children without parental care, while supporting those vulnerable and at risk of losing parental care through our community development programmes. SOS-Kinderdorf International is the umbrella organisation that provides support and guidance to SOS member associations in over 130 countries worldwide.

Under the umbrella of SOS-Kinderdorf International organisation, SOS Children's Village Ethiopia operates in Makale, Harar, Addis Ababa, Bahir Dar, Awassa, Gode and Jimma. Managing more than 600 co-workers, we seek a dynamic individual to build up our human resources function, and to support the development of our country programmes.

Job profile:

As National Communication and Partnerships Coordinator The incumbent will coordinate and establish relationship with external stakeholders, such as general public, media, government, international organisations and other NGOs, by promoting the work of SOS Children's Village Ethiopia. The incumbent will be responsible for ensuring effective communication of core advocacy messages in line with the SOS organisation's brand development strategies. The incumbent will report directly to the National Director of SOS Ethiopia while also working closely with the counterparts from other key functions.

Main duties and responsibilities:

- Oversee and coordinate all communication activities.
- Prepare and administer all quarterly, semi and annual reports as required.
- Maintain and develop contacts, activities and partnerships with public relation to strengthen external awareness of the SOS Children's Villages work in Ethiopia, in line with the SOS organisation's SOS brand and image.
- Conduct regular donor (governments, multilateral agencies, global foundations etc) research in order to provide SOS co-workers with information on resources, which can be used to develop funding proposals /applications.
- Ensure that SOS co-workers are aware of the contract requirements that govern donor-funded projects, monitor and advise on the project's adherence to such requirements.

Qualifications and experiences:

- At least 3-5 years of communication and partnership development experience in a corporate or NGO environment working at a managerial level in a medium to large organisation.
- A degree or equivalent qualification in communications / public relations or similar.
- Knowledge of major official donors, with proven ability in developing and maintaining effective working partnerships with donors.
- Excellent interpersonal, presentation, communication and negotiation skills.
- Ethical standards, integrity, objectivity, confidence, supervisory skills and the ability to establish and maintain effective working relations as a team member.
- Highly organised and able to work independently to meet deadlines.
- Sound judgement, a broad view, drive, enthusiasm and a passion for people development.
- Willing to learn and to keep abreast of new developments in the work-related field.
- Strong planning, organising and problem solving skills.
- Fluency in oral and written Amharic and English.
- Culturally astute, respectful and tolerant.

Please send applications to Ato Bezaye Kebede: Kebede_b@sosethiopia.org.et or Bezkebe@yahoo.com

P.O.Box 3495 Tel. 011661 33 81 or 0911671967

You can also drop at SOS National Office (Between Tele Medhanialem and Atlas Hotel)

Closing date for applications is **(Ten days from the first day of this advertisement)**