



**INTERNATIONAL INSTITUTE OF TROPICAL AGRICULTURE (IITA)  
INTERNAL & EXTERNAL ADVERTISEMENT**

Ref: IITA-HR-NRS2019-029	<b>Position:</b> <ul style="list-style-type: none"><li>• <b>Communication and Knowledge Manager</b></li></ul>
Location: Adamawa	Recruitment Type: National (2-year renewable contract)
Date Posted: 16 <sup>th</sup> August 2019	Closing Date: 31 <sup>st</sup> August 2019

The International Institute of Tropical Agriculture seeks suitable applicants for the position below at the Institute’s project location in Adamawa:

**Position: Communication and Knowledge Manager**

**Contract:** 2-year renewable contract

**Location: Adamawa**

**DUTIES:**

Successful candidate will among other things perform the following duties:

- Develop, coordinate, and implement a detailed communication and knowledge exchange plan for the Activity in close collaboration with Activity experts, partners and the Chief of Party
- Establish and maintain approaches to ensure the sustainable, timely, transparent and interconnected two-way exchange of knowledge across the Activity
- Manage and ensure effective stakeholder relationships and knowledge exchange approaches by engaging in dialog and using feedback mechanisms with Activity partners, ADPs and beneficiaries
- Manage Activity events, including press conferences, promotional events and exhibits
- Set up, design and coordinate an online media platform on Activity results in close collaboration with a social media expert
- Support web-based tools and social media for widespread communication of knowledge generated
- Produce efficient communication materials (print and audio including educational video documentation) adapted to the needs of farmers for communication of key Activity outputs and learnings
- Advise on and produce training and educational materials for the manufacture and use of the best-practice production technologies, seed systems approaches,

business cluster formation, and integrated value chain development for extension services and rural populations

- Manage in close collaboration with the Chief of Party and the donor the PR aspect of a possible crisis situation and advising on possible crisis communication strategies
- Participate and contribute to the reporting, evaluation and planning processes and elaboration of Activity.

### **QUALIFICATION:**

Post-graduate degree in Communication, Journalism, Public Relations or a closely related field from an accredited University with at least 5 years working experience years of working experience in a similar position in Nigeria.

### **COMPETENCIES:**

The ideal candidate must:

- Be proficiency in the use of computers, database management software, Internet-based tools and other electronic communication tools.
- Have good understanding and knowledge of online social media tools such as Web 2.0 platforms, blog sites, etc.) and writing for the Web
- Have excellent oral and written communication skills in the English language
- Have excellent interpersonal skills, team worker and facilitator, communication and networking skills and the ability to work in a team-oriented multicultural environment
- Have good understanding of poverty, gender and sustainability issues in rural development of Nigeria.
- Have ability to integrate in an existing complex programme set-up
- Have excellent spoken and written English
- Have ability to deliver accurate and timely reports
- Be able to work with minimum supervision and with tight deadlines
- Ability to communicate in one or more of northern Nigeria's major languages is an advantage.

### **REMUNERATION:**

We offer highly competitive salary with equally attractive benefits and excellent working conditions in a pleasant campus environment.

### **METHOD OF APPLICATION:**

Interested applicants should complete the online application attaching detailed cover letter and curriculum vitae saved with their names in Microsoft word format to IITA website: <http://jobs.iita.org/erecruit/> no later than Two Weeks from the date of this publication. The application must include the names and e-mail addresses of three professional referees which must include the applicant's current or previous direct Supervisor, professional colleague and evidence of current remuneration package.

***IITA is an equal opportunity employer and particularly welcomes applications from female candidates.***