

- **Job title: Communications Expert**
- **Type of contract: External Expert**
- **Location: Amman**
- **Deadline: May 27, 2024**

1. Background

Rasheed for Integrity and Transparency / (Transparency International - Jordan) was established at the end of 2013, as a non-profit civil society organization, through a group of activists in public work. Rasheed started its work through its headquarters in Amman at the beginning of April 2014, representing Rasheed as the only official point of contact representing Transparency International in Jordan. It aims to improve the Jordanian citizen's involvement in anti-corruption activities, immunize public and private institutions and local government institutions against corruption, improve the effectiveness and independence of the supervisory and specialized institutions and departments in the field of combating corruption, and enhance the integrity of the two authorities. Legislative and judicial, to reach a cohesive Jordan with a national integrity system.

2. Scope of work

1. Developing a media plan for the project;
2. Writing and editing press releases in both languages (English and Arabic) for events and activities, according to at least one press release for each event;
3. Coordinating with the concerned authorities regarding the local and international media coverage (print newspapers, radio, television, etc.) following the media plan;
4. Coordinating interviews with television and radio stations to promote events and activities;
5. Strengthening Rasheed's relations with the media and helping to update the media lists;
6. Reporting monthly, quarterly, half-yearly, and annually the progress on all project activities;
7. Writing and editing success stories to disseminate them at the internal and external levels of the institution.
8. Attending project events and activities to conduct interviews and work on preparing stories/articles;
9. Reviewing and checking media materials, videos, and infographics before printing and publishing them.

10. Responding to inquiries received on social media about the project.

11. Monitoring local and international media coverage of corruption issues to shed light on them within the context of the project.

3. Qualifications and Skills:

- Bachelor's degree in media, journalism, communications, marketing, or a related field;
- Two or more years of media experience including planning and managing content;
- Excellent communication skills – both written and oral;
- Multi-tasking and time-management skills, with the ability to prioritize tasks;
- Ability to work in a fast-paced, high-pressure environment;
- Excellent knowledge of local and Arab media;
- Fluency in both Arabic and English: reading, writing, and speaking.

4. Application Instruction:

- Send CV to the following e-mail: info@rasheedti.org, entitled with Communications Expert.
- Submit a Financial Proposal clearly indicating the consultancy fee per day.

Rasheed for integrity and transparency (Transparency International - Jordan) provides equal and fair opportunities in employment for all people without regard to race, color, religion, gender, origin, age, political affiliation, or marital status