Weapons Management and Safety Program
Somaliland

Local Programme Manager

Terms of Reference

TITLE: Programme Manager
POSITION: Full time (7 months)
REPORT TO: NY Program Lead/Manager
LOCATION: Hargeisa, Somaliland
TYPE: Temporary (approx. May – Dec 2020)

ABOUT PCI MEDIA

PCI Media has empowered communities worldwide to inspire positive social and environmental change through storytelling and creative communications. We are a leader in the Communications for Development sector, with a particular expertise in Entertainment-Education.

For over 30 years, we have advanced the well-being of vulnerable populations by improving knowledge, shifting attitudes, and changing behaviours with regard to critical global health, human rights, social justice and environmental issues. Our commitment to three interconnected themes – Health, Social Justice and Environment – means we address a wide variety of issues: family planning, reproductive health, maternal and child health, sanitation, HIV/AIDS, Ebola, human trafficking, women's empowerment, youth education, natural resource management, wildlife conservation, climate change and sustainable development.

Together with our partners around the world, we have produced more than 5,000 episodes of 100 television and radio productions, reaching more than one billion people in over 60 countries.

For more information, please visit www.pcimedia.org.

ABOUT THE PROGRAM

PCI Media and Mines Advisory Group (MAG), a UK-based NGO, are working in close coordination to implement a joint programme to engage relevant stakeholders in Somaliland to motivate policy, social, and behaviour change that contributes to reducing deaths and injuries from weapons and explosive remnants of war in Somaliland. PCI Media will develop radio programming and social media messages that promote the benefits of better civilian weapons management and registration in Somaliland. The reach and outcomes of the project will be measured through radio call in shows, interactive voice response (IVR) data collection, and the rates of civilian weapons registration.

SCOPE OF WORK

Working closely with the PCI Media Programme Team based in New York, as well as local Somaliland MAG staff, the local Programme Manager will:

- Coordinate with local production partners, government officials and any other necessary on the ground partners or stakeholders
- Support the development and timely delivery of all program materials
- Provide guidance and feedback to materials from a local perspective
- Liaise closely and regularly with the PCI New York team throughout the project.

Specific Duties and Responsibilities

- Work in close collaboration with MAG to obtain necessary government approvals and program buy-in.
- Oversee formative research and assist in synthesizing learnings to inform production of locally relevant communication products.
- Participate and assist in coordinating a design workshop in Hargeisa to inform the creation of the radio drama.
- Supervise creative content production, including a 10-episode radio drama, radio spots and social media assets.
- Identify and coordinate with local radio stations to arrange for broadcast of the radio drama and call-in show.
- Coordinate with IVR provider and act as liaison with local radio stations to ensure adequate data collection and relevance of materials.
- Provide feedback and support for social media messaging to promote the radio drama and engage a wider audience with the program messages.
- Participate in online weekly or bi-weekly meetings with the PCI Media and MAG teams, and communicate regular progress updates.
- Other duties as required

Travel Details

Local travel in and around Hargeisa will be required and will be the responsibility of the consultant. Travel expenses beyond Hargeisa will be reimbursed, based on prior agreement with the New York-based manager

Expected Duration

7-8 months

1 May 2020 – 31 December 2020

The contract will commence on 1 May 2020 or as soon thereafter as practicable.

QUALIFICATIONS

- Bachelor's degree required
- Communications and/or programme management experience required
- Academic background in social sciences, journalism, communication, social marketing, program management, or a related field
- Strong academic and creative writing skills
- Diplomatic skills for liaising with a range of stakeholders in government, civil society, media and beyond.
- Strong experience in and understanding of media in Somaliland
- Excellent oral and written communications skills in English and Somali with ability to provide basic translation when needed.
- Experience working in non-profit sector is a plus
- Ability to work as part of a larger team, but also to work independently
- Organized, reliable and detail-oriented, yet also flexible to move with the needs of the programme
- Knows how to use Word, Excel, PowerPoint
- Adept at using social media (Facebook, Twitter, Instagram)

HOW TO APPLY

Along with a resume, please send a cover letter that explains your interest in the position. We will start interviews as soon as we receive applications. The position is currently open and salary will be discussed during the interview process.

Please send your application to gleal@pcimedia.org and jiverson@pcimedia.org, with "*Somaliland Programme Manager*" in the subject line. We will confirm receipt of your application.