PROJECT AND COMMUNICATION COORDINATOR TOGO

We are looking for an experienced Project and communication coordinator Togo focus to lead the Forests4Future project and maintain our valued partnerships.

ABOUT JUSTDIGGIT

Justdiggit (www.justdiggit.org) is a non-profit organisation working on landscape restoration in Africa to make a positive climate impact. We believe in the power of nature and that together, we can cool down the planet. So far, we’ve regreened over 65,000 hectares and brought back over 9 million trees in Kenya and Tanzania but we’re not done yet!

Justdiggit is partnering with GIZ to help introduce and scale Forest Landscape restoration (FLR) practices in Togo, Madagascar & Ethiopia. Justdiggit will support the local implementing team in executing diverse communication approaches to help to scale the impact of the program. The Forests4Future project focuses on the restoration and governance of forests and tree-rich, productive landscapes in Ethiopia, Madagascar, and Togo.

In Prefectur Tchamba, The Forests4Future program works on restoring and protecting Forest and tree-rich landscapes, promoting agroforestry practices, and value chain programs such as tree nurseries, Production of shea butter and bee keeping increasing the income of women and youth.

By implementing a diverse range of reforestation measures, we aim to restore an area of 2,000 hectares in Togo, Madagascar & Ethiopia. Bringing back trees reduces soil erosion and positively impacts biodiversity, water availability and land productivity. It is estimated the income from the restored areas will increase by an average of 10% for the 1,700 households living in the project regions. The Forests4Future project specifically aims to empower local communities with a special focus on young people and women. To keep the restored forests green and healthy and protect existing forestry areas, the project also aims to improve the governance of forests in the three countries.
WHAT WILL **YOU** BE DOING AT JUSTDIGGIT?

As project communication Coordinator Togo, you support the communication and project implementation teams, to craft, implement and facilitate the communication strategy in Togo. You are responsible for certain processes and the quality of projects execution. These responsibilities are mainly focused on the areas of communication, planning, financial management, resource management and project control.

**YOUR RESPONSIBILITIES**

- Record the progress, detect bottlenecks, and inform the Project delivery manager and overall execution team of the status of the project.
- Work within and give guidance to a multifunctional project team to deliver this project.
- Be point of contact and build long-term relationships with project partners, varying from international media & communication agencies to non-governmental organizations (NGOs).
- Manage and develop accounts to initiate and maintain favourable relationship with accounts.
- Involved in rural & national-level communication strategy and implementation.
- Co-developing the communication strategy in line with the Forest4Future objectives.
- Travel to project areas to have first-hand experience and connection with the project and our local implementing partners.
- Creation and publication of communication material in line with communication plans on broadcasting, online and print.
- Planning and implementing promotional materials with high efficiency.
- Manage and control project documentation and contracts.
- Handle the time reporting and invoicing of projects for the project Togo.
- You deliver accurate financial forecasts based on the collected input.
- Ensure the timely and successful delivery of F4F (on- and offline) campaigns and documentaries.
- Ensure the timely and successful delivery of F4F rural level marketing.
- Manage and improve lead generation campaigns.
- Analysing potential strategic partner relationships for cross project alignment.
- Able to travel up to 50% of the time.

**REQUIRED EXPERIENCE AND SKILLS**

- Minimum 8 years working experience in account and / or marketing management.
- Demonstrated ability to communicate, present and influence credibly and effectively at all levels of the organisation.
- Proven ability to manage multiple projects at a time while paying strict attention to detail.
- Excellent verbal and written communication skills.
- Reasonable financial knowledge.
- Deep digital marketing & technology understanding.
- Natural relationship builder with integrity, reliability, and maturity.
- Ability to prioritize among competing tasks.
- Critical thinking and problem-solving skills.
- Fluency in French & English.
If you believe you are the right person for this role, please send your CV and motivation letter via vacancies@justdiggit.org. To learn more about our mission and our current regreening projects, take a look at our website: http://www.justdiggit.org

**PREFERRED EXPERIENCE**

- Previous media management experience
- Fluent in either one or more languages such as Kabyê, Tchamba, Ewe
- Previous environmental work experience or education

**WHAT DO WE OFFER?**

Besides the diversity of the job – no single day is the same. By taking on this role, you will set out on a mission to inspire, activate and empower local communities while positively contributing to your country. And there is more:

- Room for personal and professional development.
- Great colleagues!
- Get introduced to an amazing global network.
- Travel to the most wonderful African cities and to rural areas where your work meets your imagination. We find it important to resemble society, the role is diverse and so should be our team.

**APPLY NOW!**

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