

Felm established in 1859 is one of the largest Finnish civil society organizations working in global development. Felm's work aims to promote human dignity and justice around the world. Felm currently works in 30 countries in Asia, Africa and Latin America. Felm strives for positive and permanent change in developing countries, aiming to help build a world where everyone's voice is heard, through the realization of human rights. Felm has been working in Nepal since 1977, and, was affiliated as INGO with the SWC in 2009.

Communications and Visibility Officer (part-time, 20 hours a week)

Felm Nepal is looking for a qualified and motivated person for the position of **Communications and Visibility Officer**, part-time (50%, 20 hours a week), for a project funded by the European Union through the European Instrument for Democracy and Human Rights (EIDHR).

The project aims at strengthening collective voices of freed Haliyas, especially, women and persons with disabilities and their networks in defending their rights to enjoy their economic, social and cultural rights; and ensuring their meaningful participation and representation in decision making. The project is implemented in 5 districts of Sudurpaschim Province. C&V Officer is part of the project team managed by the Team Leader, and is expected to work in close cooperation and coordination with the Team Leader and other team members.

Responsibilities:

- Communications and Visibility Officer will ensure that EU communication protocols are applied in all project activities, mainly related to communications, publications and visibility, in close cooperation with Felm Nepal and other project consortium partners LWF Nepal, CAHURAST Nepal and Rastriya Mukta Haliya Samaj Federation Nepal (RMHSF-N).
- S/he will be responsible to create relevant contents, and regularly update the project's social media pages, especially Facebook, and website.
- S/he will coordinate and organize a Journalist Round Table discussion in Sudurpaschim Province, invite media, develop press releases, and create post event content(s) for wider circulation.
- S/he will support partners in design, production and publication of ESCR year book 2023, and ensure its highest quality from communication perspective.
- S/he will plan and ensure effective wrap up of the project, from communication and visibility perspective, in close cooperation with Team Leader, partners, and Felm staff.

- Participates in PMU meetings and Felm Nepal regular staff meetings
- Other relevant activities described in the EUD approved project communications and visibility plan.

Required Qualification and Skills:

- Minimum Bachelor's degree in communications, journalism, development studies or other relevant subjects
- Work experience in communications, with focus in non-governmental and development sector seen as an asset
- Good organizational and content writing skills are essential
- Working with social media communications (e.g. Facebook) and marketing is highly desirable
- Excellent command of Nepali and English, both written and spoken.

Salary, Benefits and Conditions:

- As per Felm Nepal Human Resource Policies, this is adapted according to the Labor Law of Nepal.
- This is a part-time (50%) and fixed term position till February 2023.
- This position will be based in the central office located in Manbawan, Lalitpur, but, certain amount of the work will require travelling to PMU office located in Dhangadhi or field visits to the beneficiary groups in the five districts.

Interested candidates, especially women, people with disability and marginalized people are highly encouraged to send their application, along with their CV and a short cover page on why you are motivated to take this position, by 07 October, 2022. Application may be reviewed as and when it come, so please send your application to: recruitmentnepal@felm.org, as soon as possible.