



# ICRC

## VACANCY ANNOUNCEMENT

The International Committee of the Red Cross (ICRC) is a neutral and independent international humanitarian organisation, which assists and protects victims of armed conflicts and other situations of violence. The ICRC Delegation has an immediate opening for the following position:

**Title: Communication & Humanitarian Affairs Program Manager**  
**Duty Station: Kampala**  
**Reports to: Head of Delegation**  
**Working hours: 48 hours a week**

### **Purpose of the post:**

The Communication & Humanitarian Affairs Program Manager is the focal point at delegation level for all matters related to Communication and Promotion of the International Humanitarian Law (IHL). S/he is responsible for setting priorities and strategies as well as for planning, implementing, monitoring and evaluating the corresponding programs and activities. In addition, s/he enables the delegation to understand and shape the wider humanitarian environment, designs and delivers effective diplomatic strategies and contributes to the delegation's engagement with regional/continental fora. S/he contributes to building an approach in which communication, promotion of IHL and humanitarian affairs activities are integrated into other ICRC programmes. S/he contributes to the delegation's context analysis and networking.

### **GENERIC ACCOUNTABILITIES AND RESPONSIBILITIES:**

- Sets the strategic orientations of the delegation's Communication, Promotion of the IHL and Humanitarian diplomacy activities; formulates related priorities, objectives and budget.
- Oversees the implementation, monitoring and evaluation of such programmes, which include: operational communication; community engagement; promotion, integration and implementation of IHL and relevant International Human Rights Law rules with public forces; public communication; support to the the Uganda Red Cross Society (URCS) communication and law promotion capacity.
- Contributes to the delegation's analysis of political, security, military, humanitarian and other developments as well as issues related to ICRC reputation/perception management and capacity to operate.
- Develops networks relevant to specific humanitarian concerns, acceptance of the ICRC's mission, strategic objectives and activities and improving its access to people in need.
- Acts as the delegation's spokesperson.
- Supervises the development and production of internal and external communication tools and publications, including for digital platforms.
- Provides communication-related training and coaching to staff.
- Ensures that all activities are properly documented and assesses their effectiveness.

### **SPECIFIC FUNCTIONAL RESPONSIBILITIES:**

#### **IHL Promotion/dissemination**

- In coordination with ICRC regional experts, coordinates with military and police forces, key universities and relevant ministries to strengthen the adoption, implementation, teaching and dissemination of IHL and relevant IHRL rules.
- Establishes guidelines, defines methodologies and working tools to ensure the smooth implementation of the programs.
- Prepares, conducts, assesses and follows up dissemination activities with the public forces on IHL, IHRL and ICRC activities.

#### **Communication**

- Ensures the development/ provision of communication tools (newsletters, operational updates, leaflets, presentations etc.) in an adapted manner to specific target audiences.
- Establishes guidelines, defines methodologies and working tools to ensure the smooth implementation of the programs.
- Ensures adequacy and coherence of ICRC's public positions.

#### **Analysis**

- Contributes to and the delegation's analysis of humanitarian, security, political and economic issues in Uganda and monitors the evolution of the humanitarian situation.

#### **Networking and representation**

- Establishes and develops a network of contacts with the relevant authorities such as public forces, ministries, media, academic circles, civil society and other humanitarian actors.
- Engages in dialogue with relevant stakeholders and audiences to foster the image of the ICRC's NIHA character, increasing the understanding of ICRC's work and activities in Uganda.
- Coordinates with the URCS on communication and dissemination activities.

#### **Management of resources**

- Manages finances, logistics, HR and administrative aspects of communication, promotion of IHL and humanitarian affairs programs; implements the necessary control mechanisms.

#### **MINIMUM REQUIRED KNOWLEDGE AND EXPERIENCE:**

- An honours degree from a recognized university in law, political science, international relations, journalism or communications. Academic specialization or Masters degree in International Humanitarian Law (IHL) or International Human Rights Law (IHRL) is an asset.
- Minimum 5 years work experience in law, public relations, journalism, communication, academia or as an officer in an international humanitarian organization in a similar role.
- Sound experience in program management.
- Sound experience in training.
- Strong decision-making, problem-solving and people management skills.
- Fluent communication skills and command of spoken and written English. Knowledge in French, will be an added value.