Counterpart International
Job Description

Title: Short-term Designer and Social Media Campaign Consultant
Location: San Salvador, El Salvador
Practice Area: Communications
Grade: Reporting to: Communications Specialist
Date: January 2020

Counterpart International helps people build better lives and more durable futures, community by community. We equip individuals, organizations and communities—our counterparts—to become solution creators in their own families, communities, regions and countries. We work with them in some of the world’s most challenging places to tackle social, economic, environmental, health and governance issues that threaten their lives and undermine their futures.

For more information on Counterpart, please visit our website at www.counterpart.org

Job Profile:

Counterpart International (CPI) is currently seeking for a Short-term Designer and Social Media Campaign Consultant (DSMC) to manage the social media strategy for the dissemination of the “National Youth Campaign” that will be implemented on March 2020. Additionally, this position is expected to work closely with the Public Relations and Logistics Campaign Intern (PRLCCI) and it will report to the Communications Specialist. The DSMC will create multimedia and graphic materials as well as manage the Campaign’s social media profiles. This is a short-term (300 hours) locally based position; Salvadoran citizens are strongly encouraged to apply.

Primary responsibilities

Under the direction of the Communications Specialist, the incumbent is expected to contribute to:

- Design a digital strategy for the implementation of the “National Youth Campaign”.
- Manage the Campaign’s social media profiles (Facebook, Instagram, Twitter and Youtube).
- Creation of multimedia and graphic materials for social media and other activities related to the campaign.
- Support the implementation of the campaign’s strategies.
- Provide social media support to address campaigns’ key messages.
- Events and activities photo coverage.
- Work closely with the PRLCCI to disseminate the campaign’s messages.
- Other activities assigned by the team.

Qualifications

- Bachelor’s degree in Communications, Digital/New Media, Journalism, or related fields.
- Interested in Digital Communications.
- Excellent oral and written communications skills in English.
- Writing and/or editing experience for online and/or print publications.
- Experience with managing online communities through social media platforms like Facebook and Twitter.
- Multi-media and graphic design skills.
- Creative open-minded team player with strong initiative and a willingness to learn;
- Ability to work within a multi-cultural and diverse team.
INSTRUCTIONS TO BIDDERS

Counterpart’s Rights and notification of award

1. Only shortlisted applicants will be contacted.
2. Counterpart reserves the right to conduct additional selection process steps as needed, such as interviews, request copies of previous contracts, paystubs…etc.
3. Counterpart reserves the right to accept or reject:
   i. Any application
   ii. Late applications

Contents of Application/Submission Requirements

The following Documents must be included in the application
1. Applicant resume (CV)
2. A copy the last paystub or employee contract.
3. Two recommendation letters from previous employers/consultancy within the past two years or contact information.
4. letter of interest with salary requirements (per hour).

All applications must be submitted to compras.shrs@counterpart.org no later than January 23th, 2020 at 5:00 p.m.