

Media Officer / Consultant

Starting date: Immediately

Contract: Annual

Organization: [Nazra for Feminist Studies](#)

Location: Home Town Based

About Nazra:

Nazra for Feminist Studies is an Egyptian Organization that explored its work since 2007 as a young group that aims to sustain and strengthen the Egyptian and regional feminist movement in the Middle East and North Africa, believing that feminism and gender are political and social issues that affect freedom and development in all societies and aiming to mainstream these values in both public and private spheres.

Task Summary:

Nazra is looking for a qualified candidate to play the role of a Media Officer and Media Consultant, in order to reveal and highlight Nazra's work that reflect its mission, vision and goal, disseminating different forms of publications, communications and correspondence to assure the highest visibility through a well elaborated messages.

Qualifications:

1. Bachelor/Master Degree in mass communication, social sciences or a related field.
2. Enough experience in regards with the **Women Status** and **Women Issues**
3. Good knowledge on **Feminist** and **Gender** issues as well as **Feminist History and Feminist Movement**
4. General understanding of **Digital Security Threats** and Familiarity with **Privacy and Security Tools and Methods.**
5. Well updated by Nazra's work and role on local, regional and international levels.
6. Respecting women's diverse identities, ethnics, backgrounds and experiences
7. Fluent Arabic an English languages (excellent verbal and written communication skills).

8. Ability to work independently and under the supervision of the Founder, the Executive Director and Digital Safety Consultant
9. 3 years experiences, at least, in handling social media platforms effectively and ability to produce content for various uses.
10. Transparency, accountability and commitment to evaluate and communicate the archiving process outcomes to meet Nazra's goal and values.

Responsibilities:

The media Officer/consultant together with Nazra's Founder and Executive Director will discuss openly and clearly the publications plan and process, setting the message of each publication and its purpose, the appropriate methodology and the expected content.

Based on that the media officer/consultant will be responsible to:

1. Develop a media plan that responds to the context and reflects the nature of activities, events and publications.
2. Prepare a monthly publication schedule
3. Handle different e-mailing lists and correspondence.
4. Communicate with different media channels and concerned stakeholders.
5. Assist Nazra's team work to design and implement media aspects in regards with different events and campaigns.
6. Create networks and ways of cooperation with different stakeholders.
7. Produce news, statements and press reports
8. Elaborate materials that cope with different media platforms.
9. Assist to review the publications and contribute to assure quality.
10. Work on integral media databases.
11. Monitor different media channels and platforms.

C.V / Resume shall be sent to info@nazra.org