

Sanctioned Designation: Communication Officer

Functional Designation: Consultant (IEC/Media)

Eligibility Criteria:

- a) Post Graduate degree in Mass Communication/Digital Media/PR with at least 3 years' post qualification experience
Or
- b) Post Graduate diploma in Mass Communication/Digital Media/PR with 5 years' post qualification experience.

Additional Requirement:

- Proficient in computer and media applications like desktop publishing software (Coreldraw/InDesign/Photoshop etc.).
- Excellent verbal, written, and interpersonal skills.
- Good time management and organizational skills.
- Proficient in Microsoft Office, content management systems, and social media platforms.

Desirable:

- Experience in undertaking similar assignments preferably in health/social sector.

Age: Below 40 years

Consolidated Remuneration: Rs. 50000/- (Rupees Fifty Thousand) per month.

Number of Sanctioned Position: One (01)

Job Description (Terms of Reference):

1. To conduct Community Need Assessment (CNA) for information about target disease.
2. Development of communication/IEC strategies based on Community Need Assessment.
3. Development and dissemination of prototype materials for communication through various media including social media modes like Youtube, Facebook, Instagram, Twitter etc.
4. Development of Monitoring and evaluation tools to assess the behavioural changes among the people regarding diseases surveillance
5. To develop liaison with Government partners, Community Based Organizations, NGOs etc. for improving the visibility of the project.
6. Preparation and compilation of progress reports and other relevant documents for further use.
7. Development of suitable audio-visual communication materials like radio slot, television spot and print.
8. Monthly performance report to be prepared for appraisal
9. Liasioning with other stakeholders like DAVP, NSD, etc.
10. Any other work / activity assigned from time to time.