



VACANCY ANNOUNCEMENT RE-ADVERTISEMENT (Ref. No. NRS/641/022025)

BUSINESS SUPPORT OFFICER I (COMMUNICATIONS OFFICER)

The International Centre of Insect Physiology and Ecology (icipe) is a pan-African Centre of excellence in research for development and capacity building in insect science and its applications. The Centre's mission is to help alleviate poverty, ensure food and nutritional security, and improve the overall health status of people of the tropics. *icipe* achieves this goal by developing and extending management tools and strategies for harmful and useful arthropods while preserving the natural resource base. Since its establishment in 1970, *icipe* has become a significant contributor to science and innovation required to meet the health and food security challenges of sub-Saharan Africa. The Centre has achieved this status by developing alternative and environmentally friendly pest and vector management technologies and products that are effective, selective, non-polluting, non-resistance inducing, and affordable to resource-limited rural and urban communities. *icipe* is headquartered in Nairobi, Kenya, and has operations in more than 40 African countries as well as thriving partnerships with universities and research organizations across the world. Employing over 500 international and national staff, *icipe* also has approximately 150 graduate students who contribute annually to the Centre's research portfolio. For additional information, visit: www.icipe.org

Please also download *icipe*'s Vision and Strategy 2021–2025

http://www.icipe.org/system/files_force/about/corporate_publications_files/icipe_Vision_and_Strategy_2021-2025.pdf

icipe seeks to recruit a **Business Support Officer I (Communications Officer)** in the **Biodiversity & Environment Thematic Research Programme (TRP)**. The position is tenable in Nairobi at the *icipe* Duduville campus. This is a two-year contract, renewable subject to continued position needs, funding for the position, and performance of the staff member. This is a nationally recruited position. A competitive compensation package will be offered to the right candidate. Only shortlisted candidates will be contacted.

Overall Purpose of the Job

To support the communication strategy of the project scaling the “Scaling regenerative black soldier fly farming innovations with vegetable push-pull cropping systems for One Health in Rural Kenya, Rwanda and Uganda.”

Specific Duties

- **Content creation and distribution**
 - Develop communication materials including press releases, website content, social media posts, for effective communication with target audience.
 - Support the field technical team with interactive training tools and videos for farmer training in both English and select local languages of Kenya, Rwanda and Uganda.

- Support field staff in documenting field days and farmer spotlights through video and still photography.

- **Media relations**

Arrange for fruitful media engagements in Kenya, Uganda and Rwanda in liaison with line project management.

- **Communication Strategy**

- Support project management in development and implementation of communication plans.
- Develop tracking tools for monitoring of effective communication strategies for target audiences and media coverage.
- Coordinate internal project communication and flow of key documents (reports etc) between *icipe* and partners.
- Supervise communication training assistants in Rwanda and Uganda.

Requirements/Qualifications

- A BSc in a relevant field including mass communication, journalism, development studies, international relations, or other related fields.
- MSc will be an added advantage.
- At least 3 years of practical experience in communication in a research-for-development environment.
- Familiarity with desktop publishing, HTML, photography, videography, and photo editing.
- Excellent written and spoken command of English, and the ability to convey complex ideas in a creative, clear, direct, and lively style.
- Good command of Swahili.
- Excellent skills in content development, and editorial skills.
- Strong understanding and experience with digital content and social media analytics.

Other Desirable Attributes

- Make decisions for own job function and requires approval from supervisor.
- Supervise and train communication assistants.
- Responsible for field imprest.
- Engagement with NARES, NGOs, farmers and media.

Reporting

This position reports to the **Head of Communications**.

HOW TO APPLY

Applications will be accepted up to 19th February 2025. Interested applicants should submit: (a) a confidential coverletter; (b) a detailed CV with names and addresses of 3 referees, including e-mail addresses; and (c) a statement illustrating suitability against the listed qualifications/competencies/abilities, and skills. **(In your application, please include your current and expected basic salary per month)**

Candidates are required to apply online through: <http://recruit.icipe.org> or by Email: recruitment@icipe.org **(Kindly quote the Ref. No. and the position title on the email subject).**

icipe is an equal-opportunity employer. It fosters a multicultural work environment that values gender equity, teamwork, and respect for diversity.