Job Description: Technical Advisor, Communication

Job Title:	Technical Advisor, Communications
Department:	Learning
Supervised by and reports to:	Learning Coordinator
Duty station:	Raising Voices Kampala Office, with travels for on-site technical support
Supervisees:	None

1. **Role Overview**

The Technical Advisor provides strategic leadership for Raising Voices' internal and external communications, ensuring that our work, learning, evidence and impact are communicated in compelling, accessible, and value-aligned ways that contributes to strengthening violence prevention field.

The Technical Advisor serves as the organization's communication focal person, coordinating communication efforts across teams and working closely with the Learning, violence against women (VAW) and violence against children (VAC) coordinators as needed to deliver communication priorities.

2. **Duties and responsibilities**

Technical Expertise	• Lead and manage the organization's digital communication platforms, including the website and social media channels, using analytics and audience insights to strengthen reach, engagement and impact. • Develop, edit, produce, and disseminate high-quality communication products, working with graphic designers and other service providers to deliver engaging, timely, and professional publications, stories, reports, audio-visual content, and campaign materials. • Support organizational knowledge management through documentation, organization, archiving, and accessibility of communication materials, institutional learning, and key knowledge. • Build and maintain relationships with media practitioners and coordinate media engagement around Raising Voice's work, impact stories, and events to strengthen public awareness and engagement. • Ensure communications products and public engagement activities uphold safeguarding, confidentiality, data protection, and consent standards, particularly when engaging women, and children
Strategic Leadership	• The Advisor leads the development, implementation and periodic review of the Raising Voices' communication strategy and other relevant guidelines aligned with the organizational priorities and feminist values. • Serve as custodian of the Raising Voices brand, ensuring consistent messaging, visual identity, tone, and quality across all platforms and products. • Identify strategic communication opportunities that strengthen our influence. • Keep abreast of communications trends, tools, and digital analytics, working with IT to assess reach and impact and introduce value-aligned innovations that strengthen communications practice. • In liaison with the management team, coordinate crisis and risk communication providing strategic advice on potential risks and supporting timely accurate, ethical and values-aligned responses
Finance and Operations	• In collaboration with program teams, lead the planning, monitoring, and review of communication related workplan/budgets to ensure efficient resource

	utilization, timely implementation, and alignment between budget and actual expenditures. • Develop communication concepts, initiatives and procurement requests consistent with approved workplans, budgets and organizational priorities. • Adhere to all organizational policies, systems, and procedures.
Coordination and Representation	• Represent Raising Voices in national, regional, and global forums and events as requested. • Serve as a key communications focal point with partners, donors, networks and external stakeholders, ensuring consistent representation of Raising Voices' positions, learning and evidence. • Work in a feminist, collaborative and accountable manner with all members of Raising Voices.
Personal Growth, and Mentorship	• Drive performance, learning, and professional development through goal setting and continuous growth. • Promote a culture of learning and reflection by sharing insights from implementation, research and organizational processes. • Strengthen communications capacity and quality through staff support, coaching, and oversight of communications consultants and service providers. • Provide technical guidance and quality assurance to staff and other stakeholders contributing to communication products and initiatives
Other	Any other related duties assigned

3. Competences

Essential competences	Technical	• Strategic communications planning • Knowledge management • Stakeholder engagement and influencing • Digital communications and analytics • Brand management • Risk communication • Strong commitment to human rights, violence prevention, and feminist organizational practice.
	Behavioral	• Personal integrity, accountability and transparency • Collaboration and teamwork • Innovation and creativity • Learning orientation

4.Others

Education	• Bachelor's degree in communication, journalism, public relations, or related fields. • Master's or post graduate qualification is an added advantage.
Essential Experience	• Minimum of five years of progressively responsible experience in communication, media engagement, knowledge management within an NGO • Strong experience managing multiple social media platforms, digital tools, analytics, and communication products for diverse audiences • Experience developing and implementing organizational level communication strategies, preferably in a feminist, human rights, or social justice organization.