



Job Vacancy Communications Officer

ASEAN Parliamentarians for Human Rights (APHR) is a network of progressive current and former lawmakers in Southeast Asia who use their unique position to promote human rights and democracy in the region.

The APHR Secretariat is looking for a talented and creative Communications Officer to join its team, to be based in Bangkok or another Southeast Asian capital.

Primary Duties and Responsibilities:

Working with the Research and Advocacy team and APHR's Press Officer, the Communications Officer leads the development and delivery of APHR's digital communications advocacy strategy as well as the development of APHR's visual identity and outputs.

The successful candidate will have **a sound understanding on how to use digital communications for human rights campaigning, a background in communications, strong experience with managing digital platforms and in producing visual content.**

Digital Advocacy and Campaigning:

- Design and implement digital campaigns to affect human rights change in the region in line with APHR's objectives;
- identify opportunities to engage APHR's membership online to advance human rights in Southeast Asia;
- Actively monitor online developments and digital trends relating to APHR's areas of work and suggest timely and creative social media responses;
- Research effective and creative ways to campaign and communicate on human rights concerns in Southeast Asia; and
- Monitor and conduct evaluations of communications strategies and plans.

Website & Social Media Management:

- Manage and develop APHR's digital presence through its website and social media platforms;
- Improve, expand, and update APHR's website and other digital pages (Wikipedia, etc);
- Curate and expand APHR's presence on social media and develop new and creative digital content (including infographics, videos, and more); and

- Manage the day-to-day content schedule on APHR's social media channels, in collaboration with the Research and Advocacy team, the Press Officer, and APHR Members.

Visual and Digital Content Production:

- Lead the development of APHR's visual branding and produce promotional materials such as brochures, videos, and flyers;
- Produce visual and digital content as needed (videos, graphics, infographics, photos, webpage, etc)
- Ensure visual consistency across all of APHR's outputs;
- Ensure the proofreading and layout design of APHR's public outputs (research reports, annual report, toolkits, etc);
- Establish and maintain a photo management system; and
- Carry out other duties as required.

Reporting:

The Communications Officer will report directly to the Research and Advocacy Director.

Skills and experience:

- University degree, preferably in the field of communications, content design, or a related field;
- At least three/four years of relevant experience in communications or in a similar role;
- Experience in developing and implementing successful social media strategies and campaigns;
- Good strategic thinking and demonstrated understanding of the role of different communication approaches and tools to advance campaign objectives for diverse audiences;
- Experience in developing content for use across multiple digital channels languages, with a solid understanding of audience needs;
- Proven track record of successfully managing social media platforms and channels;
- Ability to craft social media messages to convey complex information in a compelling and accessible manner;
- Experience managing websites/using Wordpress;
- Experience in editing and proofreading various publications and reports;
- Sound knowledge and understanding of the social media landscape in Southeast Asian countries;

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- Knowledge of graphic design software and experience in developing content – including infographics and visual content;
 - Knowledge of videography and video editing, and experience in producing broadcast-quality videos for online platforms; and
 - Solid understanding of political, democratic, and human rights issues in Southeast Asia;
 - Strong communications and interpersonal skills;
 - Fluency in written and spoken English;
 - (Desirable) Fluency in a regional Southeast Asian language.

Working Conditions / Salary and Benefits

- The position will ideally be based in Bangkok but can be negotiated to be based in another Southeast Asian capital.
- APHR operates on a standard five-day work week but staff may be required to work some evenings and weekends to monitor program activities and when on missions. Days in lieu will be provided for non-standard workdays.
- The starting salary package is at USD 2,500 after local taxes including health benefits, communications, and social security allowance.
- APHR does not cover costs associated with relocation.

How to apply

Deadline for applications: **1 July 2022**. Send your CV/resume, cover letter and two published writing samples to jobs@aseanmp.org with the subject heading “**Application: Communications Officer**”. Apologies in advance that only shortlisted candidates will be contacted.

APHR is an equal opportunity employer, committed to diversity and inclusion within its workforce and encourages qualified candidates of all genders and national, religious, and ethnic backgrounds, including persons living with disabilities, to apply.
