

## **About Camara Education Ethiopia**

Camara Education is a non-profit international educational organisation dedicated to delivering real impact through technology by inspiring and empowering a young generation to improve their own life opportunities. Our mission is to transform education using technology to empower disadvantaged students. Our vision is a world class technology enabled education accessible to all. Camara Education operates in seven countries, including Ethiopia.

Camara Education Ethiopia is an exciting organization with a mission of improving the quality and delivery of Education to empower disadvantaged students in Ethiopia through the proper integration of ICT into the teaching and learning process. As part of this objective, we work to deliver ICT resources, teacher training and capacity building to preparatory, primary, secondary, and other schools in disadvantaged communities across 7 regions in Ethiopia.

## **Position: Communications and Grants Volunteer**

The Communications and Grants Volunteer ensures that all communication and information needs are met, works to take all opportunities to build and sustain relationships and generate interest in Camara Education Ethiopia using all means of communication. The Communications and Grants Intern develops a database of funders, develops communications plans, expand communications efforts and monitors results and trends to maximize its success.

## **Location:**

Camara Education Ethiopia, Addis Ababa, Ethiopia

## **Duties and Responsibilities**

- Develops marketing strategy and plans
- Continually source funding opportunities and writes proposals
- Work with external agencies to agree on PR plans and annual campaign plans
- Ensure effective Search Engine Optimisation
- Produce effective promotional emails and e-newsletters
- Manage all social media channels, ensuring they are fresh and engaging
- Produce written content for a range of materials and media
- Develop photography and film e-library, ensuring they meet marketing needs
- Ensure the effective management and distribution of all print
- Drive positive coverage and exposure
- Develops relationships with media
- Organise and lead press visits and launch events
- Write and issue press releases and information
- Monitor and report on coverage
- Organize campaigns to relevant databases
- Monitor, analyse and report on marketing response rates
- Other activities as necessary
- Volunteers are encouraged to be creative

## **Qualifications and Experience:**

The ideal candidate will exhibit the following attributes:

- BA in Communications or related field
- Excellent communication skills, able to write content for a range of audiences and sources
- Creative
- Can self-manage
- Good attention to detail

- Motivated to produce high quality content and visual presentation
- Results driven and analytical
- Very organised
- Enjoys making contacts and building and nurturing relationships
- A good team player
- Keen to contribute, learn, grow and develop

## **Reimbursement**

Please note that Camara Education Ethiopia does not cover reimbursement or travel costs for this position. However, lunch costs for the days in which the volunteer is at Camara Education Ethiopia premises are covered at a designated place.

## **Dates**

March 13, 2018 to September 13, 2018

## **How to apply:**

Please send your CV and cover letter with dates of availability to [ethiopia@camara.org](mailto:ethiopia@camara.org) by **February 20, 2018** and note in the subject line **Communications and Grants Volunteer**.