

**Ministry of Internal Security**

**Hirshabelle State of Somalia**

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The MoIS [Technical Strategic Communications] Advisor is a senior position within the MoIS. He/she will be primarily responsible for the external and internal communications of the MoIS, ensuring adherence to and implementation of the MoIS policy matters and requirements contained in the Hirshabelle Security & Justice Road Map.

He/she is expected to represent the MoIS, the Minister discharge of his/her duties in accordance with relevant Hirshabelle State strategies, policies, procedures and legislation.

A summary of duties and responsibilities are:

• Draft and execute a Strategic Communications Plan in order to send planned MoIS key messages from the Minister to the appropriate stakeholders

• Engage the media to send the messages to the public opinion, promoting a positive image of MoIS and the wider defence sector.

• Plan key leader engagements for sending the message on VIP visits, international conferences, etc.

• Take advantage of “good news stories” in the area of defence, disseminating them to gain maximum publicity

• Make Somali people aware of the activities Security forces makes in their benefit (helping in national droughts and disasters, etc.)

• When national calamities happen, propose to the MoIS actions to be ordered to Security Forces in order to improve Hirshabelle Security forces image

• Creating and managing a website for MoIS

• Monitoring and responding to newspapers and magazine articles and radio broadcasts dealing with Defence issues

• Prepare documents with “lines to take”, speeches, press releases and arrange press conferences for the Minister, as needed

• Conduct rebuttal/damage limitation when media stories affecting MoIS are negative or inaccurate

• Prepare a daily briefing note on key headlines of interest.

• Support the MoIS procurement and commercial policies and corporate communications requirements

• Work closely with other departments within the MoIS fostering good working relationships and coordination of MoIS outputs.

• Provide advice when requested to key MoIS coordination meetings.

• Contribute to the MoIS reporting in accordance with MoIS administrative procedures.

III. Key Deliverables

• A functioning MoIS Strategic Communications Section (STRATCOM) in the MoIS in accordance with MoD administration procedures.

• Develop, implement and coordinate the project’s communications strategy and subsequent communications activities;

• Develop communications materials ensure coordination and collaboration with senior management and communications focal points in relevant Ministries, Departments and Agencies, civil society and the public

• Support public outreach campaigns, citizen engagement activities and public information activities

• Develop and implement a communications strategy that follows the SMART criteria (specific, measurable, attainable, relevant and timely) and is context-relevant;

• Develop communications materials, including articles, multimedia products, blogs, success stories etc.

• Manage the MoIS’s online presence, including website and social media;

• Develop and strengthen collaboration with development partners, civil society, media and other stakeholders to facilitate their understanding and support to MoIS through communications activities;

• Develop and nurture a strong partnership with local and regional media outlets;

• Support monitoring and evaluation activities of STATCOM, including citizen engagement activities, outreach and public information activities;

• Monthly Activities Report. A report on activities undertaken for the month in the execution of duties and responsibilities, and reporting progress against deliverables.

IV. Reporting

The MoIS Strategic Communications Advisor reports to the Director General of the MoIS

V. Recruitment Qualifications and Competencies

Education:  Bachelor’s Degree or equivalent in Journalism, Law, Political Sciences, International Relations, Security/Strategic Studies. Master’s a degree is an advantage.

Experience:

• At least five years at a senior level in communications, journalism, wide SSR strategy, is preferable.

• Demonstrated ability to lead a multi-disciplinary project management team, build effective working relations with colleagues and clients, and capable of working under pressure, with good experience in leadership and strategic management of project communications at national level.

• Proven experience in coordinating public outreach campaigns in post-conflict settings; and

• Reputable person with good characteristics, knowledge, skills and proven capability in Ministry, Department and Agency planning, development and government policy formulation is preferred;

• An understanding of international engagements in Somalia.

• Experience in leading processes (seminars, working groups, etc.)

• A full understanding of Somali culture and political complexities, including Somalia’s Federalism model.

• A good knowledge and understanding of how donor support works and the reporting requirements.

• Previous experience of working in Somalia would be an asset.

Core Competencies:

• Conscientious and self-motivated with an ability to work as a team member and on own initiative.

• Strong knowledge of the Somali traditional, digital and social media.

• Ability to work as part of a multidisciplinary team.

• Demonstrating/safeguarding ethics and integrity.

• Self-development, initiative-taking.

• Learning and sharing knowledge and encourage the learning of others. Promoting learning and knowledge management.

• IT competencies in Word, Excel, Power Point, and internet.

• Fluent in written and spoken Somali and English.

• No criminal record.

• No evidence of any criminal of terrorist associations

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