



# Communications and Research Associate (Part-time and remote)

## CRITERIA

1. Age over 25 years
2. Bachelors Degree in Humanities or Social Science
3. Ability to speak Spanish, French, English or Arabic
4. Must be able to dedicate 8-10 hours per week (flexible hours)
5. Familiarity with Microsoft Office, Google Suite, online data research and communications tools
6. Research skills and excellent writing skills
7. Must be based- within AST time zone



1. Apply through link **ONLY**.
2. **Deadline NOVEMBER 30th 2023.**
3. Contact [lrtsmediaandbusinesssolutios@gmail.com](mailto:lrtsmediaandbusinesssolutios@gmail.com) for further information.

# Communications and Research Associate (Part-time and remote)

## Overview:

Join our dynamic team at L.R.T's Media and Business Solutions dedicated to driving impactful change in international development. We are seeking a passionate Communications and Research Associate to contribute their expertise in crafting compelling narratives and conducting insightful research. This role is pivotal in advancing our mission to address global challenges and promote sustainable development worldwide.

## Responsibilities:

### Communications Strategy:

Develop and implement communication strategies aligned with organizational goals.

Create engaging content for various platforms, including website, social media, newsletters, and press releases.

Manage the organization's brand presence and ensure consistency in messaging across all channels.

Collaborate with teams to produce multimedia content (videos, infographics, reports) to effectively convey key messages.

### Research and Analysis:

Conduct thorough research on international development issues, policies, and best practices.

Analyze data, trends, and reports to generate insights and inform decision-making.

Prepare reports, briefs, and presentations based on research findings for internal and external stakeholders.

Stay updated on global development trends and incorporate findings into the organization's strategies.

### Partnerships and Networking:

Cultivate and maintain relationships with partners, stakeholders, and media contacts.

Support in organizing events, workshops, and conferences to foster collaboration and knowledge sharing.

Represent the organization at meetings, conferences, and other relevant forums.

### Monitoring and Evaluation:

Assist in monitoring the impact of communication efforts through metrics and analytics.

Collect feedback and data to assess the effectiveness of communication strategies and adjust approaches accordingly.

## Qualifications:

Bachelor's degree in Communications, International Relations, Development Studies, or related field in Humanities or Social Sciences

Proven experience of at least 1 year in communications, research, or a related field within the context of international development.

Strong writing and editing skills with the ability to craft clear, concise, and impactful content for diverse audiences.

Proficiency in data analysis, research methodologies, and familiarity with statistical tools.

Excellent interpersonal and networking abilities, with the capacity to engage effectively with stakeholders from diverse backgrounds.

Knowledge of international development issues, policies, and frameworks.

Proficiency in multimedia content creation tools and platforms.

Fluency in Spanish, French or Arabic is advantageous.

Over the age of 25 years

## Attributes:

Passionate about international development and creating positive social impact.

Highly organized, detail-oriented, and capable of managing multiple projects simultaneously.

Innovative thinker with a strategic mindset to drive communication initiatives.

Team player with strong collaborative and problem-solving skills.

Adaptable and able to thrive in a fast-paced, dynamic environment.

Join us in making a difference on a global scale!xt

