



**JOB VACANCY  
ADVERTISEMENT  
REF/COMMUNICATIONS INTERN/01/31/**

<b>IDENTIFICATION</b>	
<b>JOB TITLE</b>	<b>Communications Intern (1) (Ref/2025/01/31)</b>
<b>REPORTING TO</b>	<b>Communications Manager</b>
<b>DEPARTMENT/UNIT</b>	<b>Programmes</b>
<b>DURATION OF CONTRACT</b>	<b>6 Months (Renewable)</b>
<b>DUTY STATION</b>	<b>Lilongwe</b>

Amref Health Africa was founded in 1957 and has since grown to become the largest African-based international health development organization, currently implementing more than 120 programs, directly reaching more than 12 million people across 35 African countries. Headquartered in Nairobi, Kenya, Amref Health Africa has offices in ten countries in Africa and an additional eleven advocacy and fundraising offices in Europe and North America. In the spirit of Ubuntu, partnership and networking are key elements of our approach. Amref has a staff complement of over 1,500.

Amref Health Africa is driven by its vision of '**Lasting health change in Africa**' and its mission '**To increase sustainable health access to communities in Africa through solutions in human resources for health, health service delivery, and investments in health**'.

**Communications Intern (1) (Ref/2025/01/31)**

Reporting to the Communications Manager, the Communications intern shall meet the below specifications:

**Main purpose of the Job**

The Intern will work closely with the Communications Manager to coordinate and amplify messages and communication on all media platforms.

**Specific Key Responsibilities:**

- Collect and share program information, success stories, and best practices through Amref's website, media reports, and publications, etc.
- Draft and design factsheets, brochures, and other communication materials.
- Create and schedule engaging content for Amref Malawi's social media platforms, including Facebook, X, LinkedIn, and Instagram.
- Monitor social media engagement and propose ideas to enhance visibility and reach.
- Ensure project communications align with Amref's brand strategy, publication guidelines, and donor requirements.
- Provide support in editing and proofreading reports, publications, and other materials for clarity and consistency.
- Document events and field activities by capturing photos and developing compelling posts.
- Maintain an organized database of communication materials, photos, and success stories.
- Maintain a contact database for stakeholders, media houses, and partners.
- Provide support for event coordination and logistics.

## Requirements and Qualifications

- A minimum of a Diploma in Communication, Journalism, Media Studies, Public Relations, or a related field.
- A Bachelor's degree in Communication or a related field is an added advantage.
- Excellent writing, editing, and proofreading skills.
- Proficiency in Microsoft Office and graphic design tools (e.g., Canva, Adobe Creative Suite)
- Experience in creating and managing engaging content for social media platforms, including Facebook, X, LinkedIn, and Instagram.
- Strong verbal and written communication skills, with the ability to adapt messaging for diverse platforms and audiences.
- Ability to work both independently and collaboratively in a fast-paced environment.

## How to apply:

Interested? Please visit our website <https://amref.org/vacancies/> to make your application. You will be directed to our online portal where you will need to create an account in order for you to be able to submit your application. Your application should include a cover letter detailing why you are the best fit for this position and your CV with relevant skills and experience. The closing date will be **Friday February 7<sup>th</sup> 2025**. Only shortlisted candidates will be contacted.

***NOTE: Duly note that Amref Health Africa does not require applicants to pay any money at whatever stage of the recruitment and selection process and has not retained any agent in connection with recruitment. Although Amref may use different job boards from time to time to further spread its reach for applicants, all open vacancies are published on our website under the Vacancies page and on our official social media pages. Kindly note that official emails from Amref Health Africa will arrive from an @amref.org address. Amref Health Africa is committed to safeguarding and promoting the welfare of children, young people, and vulnerable adults and expects all staff to share this commitment. Amref Health Africa is an equal opportunity employer and has a non-smoking environment policy.***