



**Job Title:** Assistant Communications Officer

**Organization:** Sea Sense

**Location:** Dar es Salaam

**About Sea Sense:**

[Sea Sense](#) is a Non Government Organization (NGO) that works closely with coastal communities in Tanzania to conserve and protect endangered marine wildlife including sea turtles, dugongs, whales, dolphins and whale sharks. These species, together with their habitats face a very uncertain future, mostly as a result of human activities in the coastal zone. Their continued survival is implicitly linked with the protection of the wider coastal and marine ecosystem and the wellbeing of coastal peoples.

**Position Overview:** Sea Sense is seeking a dynamic and passionate Assistant Communications Officer to support the organization's communication efforts. The Assistant Communications Officer will play a key role in supporting the organization's communication efforts, including outreach, media relations, content creation, and public engagement. The Assistant Communications Officer will work closely with the MEL Officer and other team members to develop and implement communication strategies that raise awareness about marine conservation issues, engage stakeholders, and promote Sea Sense's mission and goals.

**Key Responsibilities:**

1. **Strategic Communication Planning:** Assist in the development and implementation of communication strategies to raise awareness about Sea Sense's conservation projects and initiatives.
2. **Content Creation:** Produce high-quality written content for various communication channels. This may include articles, blog posts, press releases, and promotional materials.
3. **Social Media Management:** Manage Sea Sense's social media platforms (e.g., Facebook, Twitter, Instagram) by creating engaging posts, responding to comments/messages, and monitoring trends related to marine conservation.
4. **Graphic Design:** Design visually appealing graphics, infographics, and other multimedia content to accompany written materials and enhance Sea Sense's communication efforts.
5. **Media Relations:** Assist in building and maintaining relationships with media outlets, journalists, and influencers to generate press coverage and increase visibility for Sea Sense's conservation work.

6. **Community Engagement:** Collaborate with field staff to develop communication materials and activities tailored to local communities, ensuring that messages are culturally appropriate and effectively reach target audiences.
7. **Event Coordination:** Support the planning and execution of events, workshops, and outreach activities aimed at raising awareness about marine conservation and fostering community participation.

**Qualifications:**

- Bachelor's degree in Communications, Journalism, Environmental Science, or a related field.
- Strong writing skills with the ability to convey complex information in a clear and compelling manner.
- Proficiency in using WordPress and graphic design tools such as Adobe Creative Suite or Canva.
- Experience managing social media accounts for organizations or brands and Knowledge of marine conservation issues
- Fluency in English; proficiency in Swahili is highly desirable.

**Application Process and Deadline for Applications:** Interested candidates should submit a cover letter and resume to [info@seasense.or.tz](mailto:info@seasense.or.tz) by **12/04/2024**. Please include "**Assistant Communications Officer Application**" in the subject line. Only shortlisted candidates will be contacted for interviews. The selection processes including interviews will be ongoing as applications come in, and will continue until the vacancy is filled.

Sea Sense is committed to diversity, equity, and inclusion, and encourages applications from individuals of all backgrounds. This is a full-time position based at Sea Sense Headquarters in Dar es Salaam, Tanzania.