

WE ARE HIRING

Job role: Communications Specialist
Reports to: Team Leader
Project duration: Until 31.12.2026
Location: Accra



Implemented by:
giz Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

Company Profile:

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) is a public-benefit federal enterprise working in more than 100 countries worldwide. We work on behalf of the German Government and support public and private sector clients in a wide variety of areas, including economic development and employment, energy and environment, and peace and security. Our activities in Ghana cover three priority areas: Climate and Energy, Just Transition; Sustainable Economic Development, Training and Employment; and Peaceful and Inclusive Societies, which focuses on good governance.

Project Brief:

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH has been active in Ghana in the context of international development cooperation for more than 30 years. GIZ has been commissioned by the German Federal Ministry for Economic Cooperation and Development (BMZ) to implement the Special Initiative “Decent Work for a Just Transition” in Ghana. Due to the constant growth of Africa’s population (population doubles to 2.5 billion people by 2050), the continent needs 20 million new jobs annually. This goal is only achievable in cooperation with the private sector.

Scope of Role:

The Communication Specialist will work in close collaboration with the Technical Advisors of the Special Initiative, the Communication Specialist at the NIED Cluster, the Country Office and the Headquarters to develop and implement a 360-degree communication plan to promote job-creation investment in Ghana and to position GIZ as a reputable partner in driving sustainable economic development.

Tasks:

- Contribute to the development and ensure the implementation of a comprehensive communication strategy for the GIZ – SI JOBS project
- Develop and produce suitable communication materials for public relations (e.g. Press releases, newsletters, brochures, fact sheets, advertising materials, PowerPoint presentations, and information sheets) for different occasions and target groups.
- Translate technical documents into news articles, success, and change stories
- Develop and maintain editorial content for the website of the Special Initiative, GIZ, and social media channels
- Ensure consistency of communication products in alignment with the corporate design manual of the Special Initiative and GIZ
- Draft and review speeches and presentations for staff of the Special Initiative, the German Embassy and partners of the programme.
- Oversee media relations, including press publication, monitoring and reporting, and ensure media coverage for all high-profile activities.
- Liaise with external service providers (printing companies, graphic designers, photographers etc.) and managing contracts with suppliers and contractors.

Profile:

- University degree in (development) communication, journalism, public relations or comparable training
- 5 years professional experience in the field of communication (media and PR work, journalism, internal communications, lobbying etc.) and familiarity with Ghana’s media landscape; ideally experience with strategic communication regarding development projects
- Talent for visual communication and experience with audiovisual and other media production
- Excellent writing, editing and copywriting skills (articles, press releases etc.) and the ability to grasp and translate technical concepts into easy-to-understand language for broader audiences
- Experience in project and event management, including preparation, budgeting and logistics
- Proficiency in ITC technologies, including MS Office suite, desktop publishing, photo editing and graphics applications
- Strong command of written and spoken English; knowledge of German is an asset
- Dynamic, agile personality with integrity, attention to detail, strong diplomatic and communication skills and a willingness to learn
- Ability to work in a diverse team but also autonomously as well as results-oriented and to multi-task, prioritise and work under pressure

How to Apply:

Interested and suitable applicants are to forward their detailed Curriculum Vitae (CV) and a one-page cover letter to recruitment-ghana@giz.de under the **Job Code 2025/SIJOBS-CS/21/01** If you do not hear from us four (4) weeks after the deadline, please consider your application unsuccessful.

GIZ is an equal opportunity employer committed to diversity. All qualified candidates regardless of age, sex, ethnicity, race, and religion are encouraged to apply.

 **Closing date:** 04.02.2025