

EMPLOYMENT OPPORTUNITIES IN PUBLIC HEALTH



FHI 360 is an international non-governmental organization that, in Vietnam, promotes the health and well-being of the Vietnamese people, particularly vulnerable and marginalized populations. It works with the Vietnam Ministry of Health and other national bodies, as well as provincial and district-level health services to achieve project aims. FHI 360 is currently implementing programs to address HIV prevention, testing, and treatment; combatting trafficking in persons; COVID-19; tuberculosis case finding and treatment; clinical research; anti-microbial resistance; health system strengthening; non-communicable diseases; maternal and child health and nutrition; and diagnostic and laboratory services.

The Meeting Targets and Maintaining Epidemic Control (EpiC) project is a five-year, global project focused on HIV, COVID-19, and combatting trafficking in persons using funding from the President's Emergency Plan for AIDS Relief and the United States Agency for International Development. EpiC is seeking a qualified and highly motivated Vietnamese candidate to serve as a **(Senior) Communications Officer** based in **Hanoi or Ho Chi Minh City**.

Main responsibilities:

Technical assistance to improve HIV service update

- Provide support to partners to manage communications campaigns
- Manage vendors in the development of creative content to promote HIV services
- Ensure successful use of Google Ads and social media to promote HIV services independently or in partnership with qualified vendors

Knowledge management to support HIV, COVID, and combatting trafficking portfolios

- Manage the recruitment of vendors and execution of professional photos, videos, IEC materials, etc.
- Write success stories, blogs, and Facebook posts
- Translate technical documents from English to Vietnamese and Vietnamese to English
- Edit Vietnamese language products to ensure proper spelling, punctuation, and grammar
- Ensure project compliance with USAID and FHI 360 branding, marking, and intellectual property

Event management to support HIV, COVID, and combatting trafficking portfolios

- Project manage the design and execution of public events
- Manage media before, during, and after events
- Support public events, technical training, field visits with engagement of media, partners, and the donor and Vietnamese Government
- Other duties as assigned

Experience and abilities for the position:

Requirements

- Bachelor's degree in project management, communications, journalism, public relations, or related field and at least 2 years of relevant working experience. Advanced degree preferred
- Expertise in content design, social media marketing including ability to teach others
- Strong organizational skills and ability to prioritize
- Excellent written and oral communication skills in English and Vietnamese
- Experience using Google Ads for results
- Professional experience working with an international organization, ideally USAID-funded or experience providing HIV services at a public sector or community-based organization
- Ability to travel as needed

FHI 360 offers competitive compensation and excellent benefits.

Interested candidates are invited to visit FHI 360's career page at <https://www.fhi360.org/careers> and apply the position ONLINE by **September 4, 2022**. Selection and interviews will be conducted on a rolling basis and candidates are encouraged to apply as soon as possible.

Only shortlisted candidates will be contacted for interviews.