



RECRUITMENT OF A COMMUNICATIONS OFFICER AT RIKOLTO IN VIETNAM

Background: Rikolto (formerly VECO/Vredeseilanden) is an international NGO with more than 40 years of experience in partnering with farmer organisations and food chain actors across Africa, Asia, Europe and Latin America. Rikolto runs programmes in 15 countries worldwide through 8 regional offices.

The Vietnamese Regional office of Rikolto is located in Hanoi. Rikolto envisions a world with production and consumption systems that allow poverty and hunger to be eradicated and that do not burden our planet more than it can bear. Therefore, we empower farmer groups to become solid business partners and implement future-proof, sustainable practices. We support them so that their products meet quality standards. We connect them with innovators in the food industry to explore new ways of doing business. In 2017, Rikolto in Vietnam started a 5-year programme named “Supporting Inclusive and Sustainable Agricultural Value Chain Development Benefitting Smallholder Farmers in Vietnam”.

We are currently looking for a qualified professional for the position of **Communications Officer**. This incumbent will be based in the Regional Office in Hanoi, Vietnam with regular travel to the Programme’s target locations.

Position Summary: The Communications Officer, under the direct supervision of the Regional Director in Vietnam, will spearhead and implement Rikolto’s internal and external communication activities and increase Rikolto’s network of potential partners and supporters.

Job size: Full-time

Expected starting date: As soon as possible

Basic Requirements

- Relevant university degree in communication, journalism, marketing, public relations, social sciences, project management or equivalent experience;
- At least 2 years of experience in a similar position, coordinating communication processes and/or developing new projects;
- Extensive experience in writing, editing and proofreading in a public relations, journalism or communications capacity;
- Experience in content management and digital communications;
- Experience in photography and design software (Eg. Photoshop, Illustrator, InDesign, Premiere Pro);
- Experience working for an international organization is desirable;
- Excellent communication, presentation and networking skills;
- Ability to work independently and in a team;
- Practical mind-set, result oriented, and systematic and analytical thinking;
- Is creative, innovative and open for evolutions in communication technology;
- Very good command of English and Vietnamese (both verbal and written).

For more details about the responsibilities, requirements of the role, and the Job Description, please refer to Rikolto in Vietnam’s website at: <https://vietnam.rikolto.org/en/news/recruitment-communications-officer-1>

How to apply? Please send your application letter and detailed curriculum vitae with at least three referees in English **as soon as possible** by email to:

Ms. Do Thi Tiep
Rikolto in Vietnam Coordination Office
House No.4, 249A Thuy Khue Compound
Thuy Khue, Tay Ho, Hanoi
Email: tiiep.do@rikolto.org

The selection process will start on Monday the 25th August 2020. The post will be closed right after we have selected the candidate, but not later than **31 August 2020**

Only shortlisted candidates will be contacted for interviews.