



Communications Officer

Organization: The Case For Her (TCFH)

Based: Stockholm, Sweden

Reports to: Co-Founder and Managing Director, Gerda Larsson

Extent: miscellaneous: Full time, 6 months probationary employment

Travel: 20-25%

What do we offer?

A impactful and purpose driven workplace focused on reaching the SDGs by focusing on massively underfunded and overseen areas of female health.

TCFH has spent the last seven years building a portfolio around Menstruation and in 2018 we expanded into investing in Female Sexual Pleasure and Wellness. We believe in collaboration and partnerships. Beyond investing in ventures we support collaborations, Public Private Partnerships and coalitions in our fields. We also believe in convening people, creating opportunities for building trust and sharing knowledge.

We offer you;

- a nimble, flexible and trailblazing organisation.
- a position where the successful candidate gets agency over and responsibility for performance, communications strategy and scaling our partnerships.
- a vibrant team, curious to learn and eager to solve issues with innovative methods.

What do we need?

The person we are looking for is a “doer”. A strategic self-starter who takes initiative and acts. We are looking for a prestigeless co-worker who is willing to dig in where it’s needed.

Strategic Direction and Coordination

- Work with team to develop and implement creative communication strategies and plans to build visibility for TCFH among target audiences in Sweden and around the world.
- Work closely with Population Services International (PSI) liaisons to ensure full alignment of advocacy strategy.
- Plan and coordinate closely with communications stakeholders at partner organisations on upcoming communications initiatives.

External Engagement

- Coordinate TCFH’s participation in key partner meetings and events with partners and key stakeholders (i.e., donors, INGOs, local organisations, and high-level government officials).
- Attend external events when and as requested.
- Plan, organise and manage logistics for TCFH-led and hosted events.
- Maintain master list of stakeholder contact information and update regularly.

Content Development

- Develop messaging and lead preparation of a diverse range of information and communications products, including but not limited to webinars, reports, factsheets.
- Provide drafting and editorial support for content contribution to partner channels. Key publications and priority outlets, including writing or facilitating and editing blog and editorial pieces about TCFH’s strategic priorities, flagship projects, successes and other news-related items.
- Build and maintain relationship with key media, including writing articles, fielding requests, media outreach and pitching.



- Produce presentations, briefing materials (i.e., background information and context), statements, talking points and speeches.

Digital

- Write, edit, and post new web content on www.thecaseforher.com.
- Create, schedule and update approved content on social media accounts (Twitter, LinkedIn, Facebook and Instagram).
- Plan and execute digital campaigns around events, conferences and other major communications opportunities. Attend and cover live events as applicable.
- Create dissemination strategy for promoting publications and other external facing content (e.g., blog, news articles, reports, etc.).
- Engage with target audiences on TCFH's social media channels.
- Adapt to changing social media trends and recommend best practices to team.

Miscellaneous

- Participate in selecting and managing the work (and budgets) of public affairs and communications firms, contractors and vendors in support of TCFH's advocacy and communications efforts.
- Any other duties that may be assigned.

Basic Requirements

- Advanced university degree (Master's degree or equivalent) in communications, public relations, journalism or other related field. May be substituted with significant professional experience.
- Strong understanding of print, radio, television and online media.
- Excellent grasp of evolving social media landscape (Facebook, Twitter, LinkedIn, Instagram) and other digital tools to successfully engage audiences.
- Proficient in Microsoft Office (Word, Excel, PowerPoint, Outlook).
- Outstanding oral and written communications and editing skills in English and Swedish. Fluency in English is required.
- Ability to learn quickly and efficiently, with the self-starter skills required to learn new programs as needed
- Effective project and time management skills and an aptitude to always follow through.
- Ability to juggle multiple tasks, good level management and problem-solving skills.
- An openness to evolving responsibilities.
- Strong interpersonal and networking skills; ability to interact with internal and external stakeholders with professionalism and collegiality
- Strong personal initiative and ability to work independently and as a team player.
- International and domestic travel as needed.

Preferred Qualifications

- A minimum of five (5) years of experience in communications, public relations, journalism or other related field.
- Demonstrated ability to develop communications and advocacy strategies.
- Familiarity with sexual and reproductive health issues, including menstrual health.
- Knowledge of HTML, WordPress and awareness of other content management systems.
- Familiarity with graphic design software (Adobe InDesign, Illustrator and Photoshop; Canva) preferred, but not required.

To apply send your CV and a personal letter to Gerda Larsson at gerda@thecaseforher.com, no later than 25th of October 2019.