



AIMS

African Institute for
Mathematical Sciences
GHANA

A Career Opportunity!

In keeping with our mission to enable Africa's brightest students to flourish, we are hiring a storyteller, writer and public engagement specialist to join our team as we strive to nurture the next Einstein!

We need your passion and expertise to join our team as...

Communications Coordinator, AIMS Ghana

The Communications Coordinator at AIMS Ghana will join a high-energy team at AIMS Ghana. Reporting to the Centre President, the Communications Coordinator will be responsible for building the communications and media strategy for AIMS Ghana, executing and monitoring communications strategies, and contributing to the advancement of AIMS Ghana and its programs.

This is a full-time contract opportunity at the AIMS Ghana Centre of Excellence in Accra, Ghana

Do you have what we need?

- Bachelor's Degree in Communications / Public Relations/Marketing/ Journalism or another related field. A Master's degree would be an added advantage.
- 5+ years of experience in journalism, communications or related field
- Strong and proven media relationships
- Excellent and proven writing and editing skills
- Ability and desire to work effectively in a fast-paced, team environment.
- Excellent written and spoken English.
- Powerful storyteller
- Effective team player: Work fast and work well with others
- Ability to multitask, prioritize and meet deadlines
- Experience handling highly confidential information in a professional manner
- Issues engagement: Candidate stays engaged in global news, trends and emerging issues
- Substantial experience in communications, advocacy, marketing, donor relations, fundraising or related field in an international development
- Proven skills in editing, proof reading and research, with excellent attention to detail.
- Ability to take initiative and manage assignments from conceptualization to completion

Are you ready to be a part of the transformation?

Submit your cover letter, including salary expectations together with a detailed CV in English to: careers@aims.edu.gh (i.e. quote "Communications Coordinator" in the subject line). **Applications will be accepted until October 9, 2020.**

Should no feedback be received from AIMS Ghana within four weeks of your submission, kindly accept that your application will not be further pursued. AIMS Ghana is an equal opportunity employer.

African Institute for Mathematical Sciences Ghana (AIMS Ghana)

- Summerhill Estates, East Legon Hills – Santoe, Accra
- GPS: GK-0647-1372 • P. O. Box LG DTD 20046, Legon, Accra • Tel: 036-219-6616
- E-Mail: info@aims.edu.gh • Web: www.aims.edu.gh

