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## IT and Communication Volunteer (1 Post)

### Duty Station: Arusha, Tanzania

The Eastern Africa National Network of AIDS and Health Service Organisation (EANNASO) is a regional network of national networks of Civil Society and Community Based Organizations in seven Eastern Africa Countries, namely: Kenya, Uganda, Tanzania, Rwanda, Burundi, Ethiopia and Southern Sudan. EANNASO mission is to inspire healthier communities by increasing the contribution of civil society and community groups in health responses towards the elimination of HIV, TB, Malaria and other health concerns. EANNASO is taking an innovative approach to driving impact and embracing very ambitious goals. More than ever, we recognize we won't be able to do it alone. Partnerships are at the core of our new institutional approach. The objective of our digital strategy in 2021 is to inform, inspire and influence key audiences to join us in making opportunity universal.

We want to increase EANNASO story in Anglophone Africa through digital channels. We aim to improve the delivery value to our key audiences, meeting them where they are while servicing our programmatic and institutional objectives.

Based in Arusha, Tanzania, EANNASO offers an internship and volunteer program for Tanzania-based candidates who combine solid academic credentials with curiosity, creativity, and passion for social impact. We value our Interns and want to invest in and mentor future leaders who will grow personally and professionally and impact the health sector. As a Volunteer at EANNASO, you will have the chance to contribute to our initiatives through engaging in meaningful work assignments.

### Duties and Responsibilities

The Volunteer will learn how to develop innovative solutions in the roll-out of digital-first content and campaigns optimized for online effectiveness. They will also deliver value to our key audiences, meeting them where they are while servicing programmatic and institutional objectives. They will learn how to increase engagement with content by engaging with influencers, trending terms and community management. Specifically, the Volunteer will:

- Assist program team in advancing the regional office's digital brand to deliver value to our key audiences.
- Work with program staff to develop EANNASO Communication Strategy
- Review and synthesize content calendars and posts for our website and social media channels.
- Support the identification of critical channels and approaches through competitive research, platform determination, benchmarking, messaging, and audience identification.
- Contribute to generating, editing, and publishing content (original text, images, video) that builds meaningful connections and encourages audience engagement.
- Participate in the continuous monitoring and evaluation of the channels by capturing, analyzing, and acting on the appropriate social data, insights, and best practices with the program team.
- Install and configure computer hardware operating systems and applications
- Monitor and maintain computer systems and networks
- Troubleshoot system and network problems, diagnosing and solving hardware or software faults
- Assisting in any other roles as assigned by the Supervisor.

## Education, Experience and Skills

- Fresh graduates or Enrolled student in a Diploma/Bachelors/master degree programme at a university in Journalism or Communications or ICT or related field Interest or experience working in the nonprofit sector
- Strong research and analytical capabilities; able to think strategically about opportunities to advance the Foundation's advocacy work around food, health, energy access and poverty reduction.
- Strong writing and editing skills in content writing or digital-related marketing activities; strong attention to details.
- Must be creative and poses creative writing skills.
- SEO (Search Engine Optimization) knowledge and skills will be highly appreciated.
- Collaborative, innovative, eager to learn, and interested in creating and executing strategies were working alongside partners.
- Must be a proactive self-starter.
- Able to multi-task and work well under pressure in a fast-paced environment.
- Must be authorized to work in Tanzania.
- A team player with self-drive in providing solutions to demanding tasks with tight deadlines.
- A strategic problem-solver capable of steering cross-functional collaborations and producing high-quality deliverables.
- Strong communication skills.
- Fluency in English and Kiswahili. Fluency in French and Portuguese will an added advantage
- The internship is for 3-6 months.

## How to Apply

Interested applicants who meet the above requirements are advised to submit their applications quoting the respective Job title to:

### Executive Director

P O Box 6187

Arusha, Tanzania

Through; Email: [administrator@eannaso.org](mailto:administrator@eannaso.org) and cc [mariki@eannaso.org](mailto:mariki@eannaso.org)

The application shall include:

- Application letter;
- Updated CV;
- Copies of Academic and Professional certificates; and
- Names and contacts (telephone and e-mail) of three (3) professional/ academic referees.

Applications close on **17<sup>th</sup> July 2021 at 1700hours**. Only shortlisted candidates will be contacted.