

**Protecting The Nature We All Rely On For Food, Fresh Water And Livelihoods!**

Conservation International Suriname (CI Suriname) was established as a foundation under Surinamese law on December 29, 1992, and officially registered on January 18, 1993. In the last 20 years, Conservation International Suriname has worked to spur on green development in the country and in the region.

Are you versatile, nature-inspired, and result-driven, and do you want to work for an international nature conservation organization in Suriname?

Conservation International Suriname (CI Suriname) is in the process of implanting the Our Future Forests-Amazonia Verde (OFF-AV) project. We are looking for a Temporary Help in the role of Gender/Communications Specialist to execute project activities.

The Gender/Communications Specialist will assist in various communications, writing, graphic design, and layout needs for print and web-based materials under direct supervision of the Development & Communications Coordinator. The Gender/Communications Specialist will be responsible for the following activities:

### RESPONSIBILITIES

- Implement the communications activities for OFF – AV.
- Support the writing, production, and dissemination of OFF – AV social media content under supervision of the Development & Communications Coordinator.
- Manage Social Media platforms regularly (including Facebook, LinkedIn, YouTube)
- Assist the regional communications team in implementing OFF – AV activities.
- Assist in establishing and maintaining a photo archive.
- Create database to file all past OFF – AV past activities.
- Assist in all other communications and development activities of the coordinator.
- Collect information from the field to write about gender issues and stories about how women improved their livelihoods because of the OFF-AV activities.

### WORKING CONDITIONS

- Contract of **12 months** (*Starting 01 November 2021*)
- Occasional field trips to Alalapadu and Tepu for gender follow up

### QUALIFICATIONS

#### Qualifications and required skills:

- Advance use of social media (Facebook, LinkedIn, YouTube)
- Advance writing and communication skills
- Ability to prepare reports, news articles and different publications
- Experience with gender related issues in Indigenous communities
- At least two years of proven/relevant work experience
- Self-starter and pro-active mindset
- Some knowledge of Graphic Design (PPT, Photoshop, Adobe Illustrator, Indesign)
- Enjoy working in a team
- Cope with healthy work pressure
- Computer skills, MS Office, especially inventory and database programs, such as MS Excel
- Highly organized and able to multitask and prioritize tasks
- Willing to further develop professionally
- Flexible and adaptable to changing work environments
- Fluency in Dutch, English and Sranan Tongo is required
- Nature-conservation minded

To apply for this position please submit a resume and cover letter at the latest by 04 October 2021 to CI Suriname, Kromme Elleboogstraat 20, Paramaribo or email to [ci-suriname@conservation.org](mailto:ci-suriname@conservation.org) (Subject "Applying for GCS-TWTIS")