

Job Announcement

Chief Communications Editor

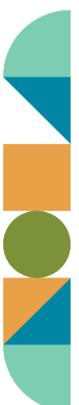
The Yemen Policy Center Germany e.V. is looking to fill the position of Chief Communications Editor. The position is a management level post, that requires creativity, self-initiative and responsibility. At the same time, the post provides freedom to create and develop the organization further. As Chief Communications Editor, you will support Yemeni junior researchers and writers by guiding them through the writing process, (copy) editing publications, publicizing research results and analyses. Together with a team of young talented and creative Yemenis, you will employ your skills in communication to generate attention for the Yemeni conflict in Yemeni, European and North American media, academic and policy discourses.

YPC Germany e.V. was conceived in March 2020 by a group of Yemeni and German researchers associated with the Yemen Polling Center, an independent Yemeni NGO headquartered in Taiz. We are a young and ambitious team, committed to supporting young Yemeni talents and to developing the Yemen Policy Center. We seek to influence Yemeni and international policy making to improve the living conditions of the Yemeni people and bring about a lasting peace. Further, YPC supports young Yemeni researchers by creating genuine opportunities for career development.

As Chief Communications Editor, you will oversee the publishing process, and guide writers who work in the various projects implemented by YPC Germany e.V. Our projects focus on local security governance, security in transition, increasing civil society involvement in the peace process, and on inclusive discussions on peace and politics in Yemen. We also support media platforms and use creative ways to initiate discussions on peace and politics. Finally, we want to contribute to an international discussion on Yemen, which ensures Yemenis are presented not as incapable victims, but as active shapers of politics and society.

Responsibilities

- Manage and coordinate the communications team members;
- conceptualize and implement communications/advocacy strategies and campaigns, as well as distribute the YPC's content;
- manage and coordinate the production of communications and advocacy materials, including press releases, and social media content;
- manage and coordinate communications team members, writers and web developers with the goal to produce compelling YPC content;
- guide writers through the writing process, and edit articles in terms of content, structure, style and form;
- manage and the oversee publication process;
- develop and manage archives of publications, articles, photos and videos;
- maintain the public image of the YPC and promote communications materials through appropriate channels ensuring that all communications and advocacy content aligns with YPC standards;
- respond to media inquiries and perform media outreach to achieve the YPC's placement in international media;



- build networks to international media, think tanks, journalists and others interested in the Middle East and Yemen;
- develop escalation protocols for managing communication crises, should they arise.

Qualifications

- 3+ years prior experience in journalism, policy analysis and/or editing preferably in an English language media environment;
- advanced university degree in journalism, political science, economics, anthropology, Middle Eastern Studies or similar field;
- must possess exceptional writing skills and ability to compose engaging and accurate analytical content;
- must possess exceptional editing skills, in terms of content, structure and form;
- must possess patience and ability to work in a multicultural environment;
- must possess ability to work remotely, and across several time zones;
- must understand the best practices of digital publishing for policy analyses;
- must be resourceful and take initiative;
- understand the best practices of social media channels including Facebook, Twitter and LinkedIn;
- strong communicator who works well independently and with a team;
- superior time management skills and the ability to juggle multiple projects simultaneously;
- ability to think strategically and identify ways how writers can be better supported;
- ability to think strategically and identify ways to improve communication and advocacy efforts of YPC;
- knowledge of Arabic and/or German language is an asset;
- knowledge on Yemen and experience in the country are an asset;
- knowledge of Wordpress, Elementor, Adobe PhotoShop, InDesign, and Illustrator is an asset.

Conditions

The initial contract sees for a 4-day work week (Monday-Thursday). Due to the Corona pandemic, our team works remotely for the foreseeable future.

The initial contract is for 9 months (March–November 2021). Starting date: March 1, 2021. Employment and contract extension are contingent on approval of (continued) funding.

Reports to Yemen Policy Center Director; Supervises Communications Team

Equal Opportunity Employer

We do not discriminate against candidates based on race, color, religion, sex, sexual orientation, national origin, age, disability or genetic information.

Application

To apply for this position, please send your resume and a cover letter detailing why you are suitable for the position with a writing sample enclosed to contact@yemenpolicy.org until January 31, 2021. Suitable candidates will be contacted for an interview and editing test.

