

Communications Officer - DKT International

Job Description

[DKT International](#) seeks candidates for the position of Communications Officer. The successful candidate will work in Washington DC to lead and support external communications that help further the mission and vision of DKT.

The successful candidate will work with DKT's President and Chief Operating Officer in the development and ongoing execution of a communications plan to further highlight and promote the work of DKT International as well as the methodologies and demonstrated impact and results to a broad audience.

This includes working to:

- Develop and continually manage / execute on a communications plan designed to best explain and advocate for the global efforts of DKT.
- Manage key communications platforms including social media, monthly newsletters, White Papers, Wikipedia page, and relevant materials that market DKT's mission.
- Oversee management and updating of DKT website.
- Oversee the development and production of DKT's Annual Report
- Oversee the publication of the global report on Contraceptive Social Marketing statistics
- Coordinate PR efforts
- Assist other team members in leveraging DKT information and stories to produce relevant articles, blogs, and materials.
- Support DKT efforts to help shape thinking within the reproductive health community about DKT's work as well as the role of the private sector and social marketing in achieving goals.
- Coordinate and manage the effective distribution (both virtual and physical) of relevant materials to key partners and constituents
- Maintain database of media organizations and contacts.
- Manage DKT's 'library / archive' of past materials.
- Coordinate with DKT's fundraising team and efforts to ensure that communications strategies and efforts are aligned.
- Prepare and manage communications budget

Required qualifications:

- Minimum 3-5 years of experience in communications, media, or marketing.
- Bachelor of Arts or higher in communications, journalism, or similar field.
- Experience in social marketing or similar work of an entrepreneurial nature is a plus.
- Conversant in issues of international public health (especially reproductive health), medical devices, or pharmaceutical products
- Strong writing, organizational and analytical skills.
- Oral and written English skills. Additional languages are a plus.

The candidate must share DKT's enthusiasm for providing and promoting contraceptives and safe abortion and should enjoy and be comfortable with all aspects of family planning and reproductive health, including abortion.

DKT typically hires a person who is accustomed to and enjoys working largely on his/her own with minimal supervision, a person who likes to manage projects and be accountable for the results. Should have strong time management, organizational, and relationship-building skills. Candidates should be results oriented, success-driven, self-motivated, problem solving, comfortable with risk-taking, impatient with bureaucracy. A very strong sense of ethics, honesty, and integrity are assumed.

Company Description

Since 1989, the nonprofit organization DKT International has been promoting family planning, safe abortion, and HIV/AIDS prevention through social marketing around the world. DKT operates programs in 100+ countries, and is one of the largest private providers of contraceptive and safe abortion products, services, and technology in the world.

For more information, visit www.dktinternational.org

Please submit your letter of interest, CV, and references to recruitment@dktinternational.org