



GROW GREAT VACANCY: COMMUNICATIONS COORDINATOR

Grow Great is a national campaign that aims to mobilise South Africa to halve stunting in young children by 2030. Grow Great tackles the drivers of stunting in young children, pushing for national change while supporting local action. We are seeking a motivated and talented person to join our team for 12 months (possible renewal). The ideal candidate will assist in enhancing our Programme's communication strategies across various platforms. This role offers valuable experience in social media management, content creation, and communication techniques.

RESPONSIBILITIES

INTERNAL COMMUNICATIONS

- Solicit and coordinate interviews with staff, support the preparation of staff and obtain consent for photos and success stories collected from programs
- Preparing materials for distribution create and distribute an internal newsletter
- Provide general administrative support as needed

BRANDING

- Support the development of branding, including assisting programme units' materials development, ensuring appropriate material branding as per approved CI guidelines
- Communications Materials - Work with program staff to develop print and electronic materials for use with external stakeholders (e.g. newsletter, program factsheets, website content) and support the development of templates for routine / standardised products

CONTENT DEVELOPMENT

- Assist in managing and updating social media platforms (e.g., Facebook, X (Twitter), LinkedIn, Instagram)
- Draft and edit content for internal and external communications, including newsletters, blog posts, WhatsApp Bot etc.
- Support the development and execution of communication strategies and campaigns
- Collaborate with team members to brainstorm new ideas and strategies
- Conduct research to support communication initiatives
- Maintain a content calendar to ensure regular posting schedules

QUALIFICATIONS

- Graduate degree in Communications/Marketing/Journalism, or a related field



EXPERIENCE

- Excellent computer skills including use of Microsoft Outlook, Word, and Excel
- Familiarity with graphic design tools such as Canva or Adobe Creative Suite
- Proficient in using social media platforms Facebook (Meta), X, (Twitter), LinkedIn, Instagram, etc.).
- Knowledge of SEO and content marketing principles is a plus.
- Creative thinker with the ability to generate innovative ideas.

PERSONAL CHARACTERISTICS

- Excellent verbal and written communication skills, able to engage with a wide range of stakeholders
- Ability to manage self in a complex and dynamic work environment
- Detail-oriented and meticulous in planning and executing on all functions
- Proactive and goal-oriented
- Confident, and able to share ideas
- Able to coordinate multiple activities at once to accomplish a goal
- Able to anticipate key needs and act independently to solve problems
- High degree of flexibility and responsiveness to evolving needs
- Strong attention to detail and organisational skills
- Ability to work independently and collaboratively in a fast-paced environment

Please submit your motivation letter along with your CV (including three contactable references) by **16 January 2025** to work@growgreat.co.za with Communications Coordinator in the subject line.

For more information on Grow Great, visit www.growgreat.co.za

Grow Great is an incubated project of the DG Murray Trust. DGMT is a public innovator committed to developing South Africa's potential through strategic investment. Grow Great Campaign is an equal-opportunity employer.