

Seed Global Health (Seed) envisions a world in which every country is strengthened by a robust health workforce to best meet the health needs of its population. Seed's mission is to educate a rising generation of health professionals to strengthen access to quality care with a goal of saving lives and improving health. Seed is unique in its approach by focusing on the education and training of doctors, nurses and midwives. By training health care professionals and health educators, Seed seeks to empower current and future generations of health providers so that good health is not the privilege of a few, but the right of all.

Seed focuses on strengthening the education, practice, and policy of the local professional health workforce in Africa. Seed's core strategy and primary entry point centers on placing skilled and qualified educators at partner institutions for a minimum of one academic year. Seed also supports educators and partner institutions through a diverse and complementary package of services aimed at advancing health professional education in the classroom and clinical setting. By investing in long-term partnerships for improved health professional education, we help to create a stronger, more sustainable health workforce that is both locally led and better able to meet local health needs.

For more information, please visit [www.seedglobalhealth.org](http://www.seedglobalhealth.org)

The **Communications Manager** will be a mission-focused, well-rounded, and creative communicator. S/he will have experience building the brand and telling the story for a dynamic, expanding and inspiring enterprise. The Communications Manager will report to the Director of Development and provide support across the organization. Responsibilities will include but are not limited to:

**Department Management:**

- Help to implement a strategic plan for professional communications within Seed
- Advance Seed's thought leadership in HRH, health workforce strengthening, and global health
- Coordinate with country staff for locally-led communications activities (i.e, local advocacy planning)
- Support the Director of Development in creating an annual work plan that defines Seed's communications activities, in alignment with annual organization work planning and Seed's strategic plan
- Manage relationships with external vendors/consultants

**Media and Messaging:**

- Develop and maintain an organization-wide messaging platform, including creation of case-specific messaging as needed for use by members of the Seed team and Board of Trustees.
  - Maintain a Seed visual identity and advocate for its consistent use across the organization
  - Coordinate with agencies/consultants to engage media, helping to pitch and place stories in targeted media markets
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#### Events and Thought Leadership:

- Create briefing information, talking points, etc. to support CEO for external activities and engagements
- Advance understanding of Seed's unique model and help equip internal stakeholders - staff, board, and alumni - with needed information and materials to serve as effective surrogates and ambassadors

#### Online Presence and Fundraising Support:

- Manage and maintain all digital platforms, including Seed's website (Wordpress), email lists (MailChimp) and social media accounts (Facebook, Twitter, Instagram)
- Create and implement a social media approach that increases Seed's visibility and builds our community of online supporters
- Write and deploy daily social media content to platforms including Facebook, Twitter, and Instagram
- Compile and disseminate bi-monthly organizational newsletter and monthly internal newsletter
- Create and maintain metrics dashboard tracking engagement and growth across properties
- Oversee deployment of digital communications assets for online fundraising, crowdfunding, and development-related social and web campaigns

#### SKILLS/ABILITIES/COMPETENCIES REQUIRED

- Bachelor's degree required; graduate-level training and/or degree(s) in Communications, Public Relations, and/or Public Health preferred.
- Exceptional written, oral, interpersonal, and presentation skills and the ability to effectively interface with outside media and communications professionals, senior management, Seed Global Health's Board of Directors, and staff.
- Four to six years of professional experience in a communications role, ideally with a non-profit and preferably in a leadership role with a global health focus.
- Exceptional organizational, time and resource management skills and excellent judgment and creative problem solving skills.
- Ability to work well both independently and as part of a multidisciplinary team.
- Strong computer skills, including command of the Microsoft Office suite.
- Demonstrated cross-cultural sensitivity and ability to build respectful relationships with colleagues from different cultural, linguistic, and educational backgrounds.
- Personal qualities of integrity, credibility, and dedication to the mission of Seed Global Health.

#### WORKING CONDITIONS

- Based in Boston.
- Up to 15% travel may be required, including both domestic and international travel.

#### COMPENSATION

- Competitive base salary commensurate with experience, as well as health, dental, disability, 401(k), and vacation benefits.
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