

Communications Outreach Specialist

Official Position Title: Program Officer, Backstop 02, FSL-0343-04

Functional Title: Communications Outreach Specialist

Location of Position: U.S. Agency for International Development, Bureau for Food Security, Communications and Outreach Team

Position Grade: FSL-04

Salary Range: US\$68,142 - US\$100,070

Position Closing Date: Dec 19, 2016, 11:59 PM, EST

Description of the Bureau: The USAID Bureau for Food Security (BFS) leads coordination and implementation of Feed the Future, the U.S. Government's global hunger and food security initiative. BFS brings together programmatic, technical, and regional expertise from throughout USAID to assist 19 Feed the Future focus countries and additional aligned countries and regional programs with strategic design, implementation and monitoring and evaluation. BFS coordinates Feed the Future's 10 additional U.S. Government partner agencies and departments, most recently on development and implementation of the new U.S. Government [Global Food Security Strategy](#). This strategy, delivered to Congress as a requirement of the Global Food Security Act of 2016, charts how U.S. Government partners will support developing countries over the next five years to achieve lasting progress in food security and nutrition.

Description of Office or Team: This position is located in USAID's Bureau for Food Security (BFS) on the Communications and Outreach Team in the Office of the Assistant to the Administrator. The Office provides oversight of BFS' food security and nutrition efforts and advises the USAID Administrator of related program implementation, issues, challenges, and opportunities. This Office also provides technical guidance, oversight and staffing to support USAID's implementation and leadership of the U.S. Government's Feed the Future initiative. The Communications and Outreach Team drives strategic implementation of outreach approaches to internal and external audiences and also manages response to reactive communications needs.

Description of Position: The Communications Outreach Specialist will assist the BFS Communications Director in implementing a long-term strategic communications and outreach plan that supports the Feed the Future initiative's goals, as well as complete a wide range of day-to-day tasks related to communications and outreach. S/he will work closely with other members of the Communications and Outreach team and across the bureau, Agency, interagency and partner organizations and publics to raise awareness and exposure of USAID and Feed the Future's work and successes and expand the network of champions for U.S. Government global food security efforts.

Description of Key Duties:

- Develop annual outreach plan that contributes to annual BFS communications and outreach strategy related to food security, hunger and malnutrition.

- Implement and evaluate annual outreach plan and outreach strategies and tactics around individual events and products in support of Feed the Future.
- Serve as BFS point person and liaison to various external groups, including communication points of contact in the interagency.
- Advise BFS Communications Director and leadership on outreach strategies and tactics.
- Develop and regularly update stakeholder and invite lists.
- Provide support on a range of related communications and outreach tasks.

Qualifications Required:

- Knowledge and experience in communications and outreach, particularly building and maintaining relationships with external stakeholders.
- Familiarity with conducting outreach activities to achieve communications and business goals.
- Strong writing, listening and verbal communication skills.
- Strong analytical skills and the ability to translate data into actionable recommendations.
- Ability to take initiative with an eagerness to learn.
- Familiarity with food security, agriculture, nutrition and hunger issues in developing countries.

Application Instructions: Please send detailed CV and cover letter to bfsjobs@usaid.gov with the position's title in the subject line by position closing date listed above.

For more information: <https://feedthefuture.gov/lp/opportunities-join-feed-future-team>