

**Job Title:** Communications Manager

**Background:**

The Asia Pacific Leaders Malaria Alliance (APLMA) is an alliance of Heads of Government committed to eliminate malaria and other communicable diseases in Asia Pacific, with a focus on the most vulnerable communities.

Through committed leadership and a specific investment in effective tools designed to defeat malaria for good, countries in the Asia Pacific region have halved the number of malaria cases and deaths in less than 15 years. This fight against malaria in Asia Pacific has been positive but is far from over. If we are to see a true eradication of malaria in the region, a revitalised commitment from all stakeholders, and especially national governments, is needed.

This is where you come in. When it comes to making an impact, few roles offer the opportunities you'll find at [APLMA](#). The APLMA secretariat, based in Singapore, works with Governments, global multilateral agencies, the private sector and civil society to advocate for investment and development of tailored solutions to end malaria in Asia Pacific by 2030.

**Role:**

The Communications Manager plays an integral role in bringing APLMA's mission and vision further to life. Reporting to the Chief Executive Officer, you'll provide strategic communications leadership and set our communications strategy to increase visibility and raise awareness of the organization, engage target audiences to catalyze action and ensure malaria elimination remains a priority and visible in Asia and the Pacific.

Working closely in collaboration with colleagues across the organization and partners, you will lead all communications needs and issues and drive communications best practice across the organization.

We are seeking a dynamic, seasoned communications professional to lead, direct and oversee these efforts.

**Responsibilities:**

- Direct, lead and oversee core areas of communications that support the communications strategy: corporate, media relations, digital, and communications materials (e.g., messaging documents, press releases, blog posts, statements, social media posts, articles, infographics etc);
- Collaborate with the CEO and Senior Leadership to execute communications strategic objectives which maintain visibility of the malaria elimination agenda and raises awareness of our work;

- Collaborate with internal programmatic staff and country focal points to develop and frame the region's messaging for target stakeholders and audiences;
- Work with strategic global partners where appropriate to strengthen the Asia Pacific and APLMA's position as part of a global network;
- Lead/drive proactive media relations and story-telling campaigns, as relevant and appropriate to raise awareness of APLMA's mission and impact across the Asia Pacific region;
- Provide oversight on communications issues, coordinate with relevant internal departments as they position APLMA, and execute communications campaigns and agendas in a regionally and nationally relevant manner;
- Develop high-quality, creatively written material for external distribution (e.g., media interviews, speeches, talking points) including internal communications and thought leadership initiatives;
- Working in conjunction with the CEO, manage crisis communications as appropriate;
- Partner with the internal teams (e.g. Policy) to drive programmes, campaigns, and strategy to key issues in a fast-evolving global health landscape including climate change, gender, and health security;
- Manage a small communications team which includes external consultants and internal staff;
- Drive tracking, measuring and fulfilling of the communications function's strategic goals for accountability and progress;
- Conduct work with the highest level of integrity and contribute to the creation of a positive image and overall credibility of the organization through the application of our Code of Conduct, ethics and values, and standing with regard to internal and external actors.

## **Requirements:**

### Qualifications

- Bachelor's degree from an accredited four-year college or university; preferably in communications, journalism, public relations or related discipline
- Master's degree will be an added advantage

### Experience

- Minimum of 7 years of communications experience; healthcare and international development background a plus;
- International experience or prior work in a global organization

### Knowledge and Skills

- Strong knowledge of communication practices, techniques and media relations;

- Effective stakeholder relationship management with proven ability to build trust in stakeholders and influence decision-making;
- Excellent and versatile copywriting and verbal communication skills;
- Ability to think creatively and collaboratively about all elements of communications work;
- Strong managerial skills and prior experience working with a dynamic team and outsourced agencies;
- Cultural sensitivity for effective work in different international environments;
- Highly collaborative style; experience developing and implementing communications strategies;
- A strong track record as an implementer who thrives on managing a variety of key initiatives concurrently; ability to work in a highly matrixed environment;
- Strong organizational and problem-solving skills with an analytic approach;
- Strong interpersonal, management and leadership skills with the ability to integrate and work well within multiethnic and multicultural teams and finesse to 'manage by influence'.

#### Personal Attributes

- Relationship builder with the flexibility and finesse to 'manage by influence';
- High energy, maturity, and leadership with the ability to serve as a unifying force and to position communications discussions at both the strategic and tactical levels;
- Approachable, adaptable and possessing a good sense of humour;
- Able to travel overseas when required.

The position is a full-time role and will be based in the organization's headquarters in Singapore. The organization offers a competitive salary and benefits package, commensurate with experience and qualifications. The initial contract will be for a period of 1 year, with the possibility of extension based on performance and availability of funding.

To apply, please send your resume and cover letter to [recruitment@aplma.org](mailto:recruitment@aplma.org) by **25 February 2024**. We thank you for your application and regret to inform that only candidates shortlisted for interview will be contacted.