Maize Communications Officer

The International Maize and Wheat Improvement Center, known by its Spanish acronym, CIMMYT®, is a not-for-profit research and training organization with partners in over 100 countries. Located outside of Mexico City, CIMMYT is an international agricultural research-for-development organization that develops and promotes improved maize and wheat varieties and cropping systems for farmers in developing countries to ensure global food security while reducing poverty, hunger, and malnutrition. Please refer to our website for more information: [www.cimmyt.org](http://www.cimmyt.org)

The CGIAR Research Program MAIZE led by CIMMYT is seeking a Communications Officer to provide communications support to MAIZE’s fundraising, partnerships, and strategic aims in maize research-for-development. The Communications Officer will be a member of the Corporate Communications team (reporting to the head of communications and the CRP MAIZE Manager) and work closely with global partners and communicators.

The position will be based at CIMMYT’s Main Campus in Texcoco, State of Mexico (located 45 km northeast of Mexico City, Mexico) and will interact with CIMMYT’s regional offices world-wide on a regular basis.

Specific duties:

→ Promote a positive image among relevant external audiences for the work of MAIZE and (secondarily) CIMMYT’s Global Maize Program (GMP).
→ Formulate, implement, monitor, and revise an annual workplan for CRP MAIZE communications to measurably further strategic aims in maize research-for-development.
→ Support and advise the CRP MAIZE Manager in his communications and outreach with external audiences, including:
  → Being responsible for the CRP MAIZE technical and ‘marketing’ annual reports.
  → Being responsible for the content of the CRP MAIZE website.
  → Being responsible for the MAIZE bi-monthly Newsletter.
→ Liaise with IITA to exploit existing relationships with journalists, publications, and key players in agricultural development circles to foster a positive perception of MAIZE among diverse external audiences.
→ Help to develop and update MAIZE communication assets such as brochures, PowerPoint presentations, boilerplate descriptions and key messages.
→ Manage MAIZE’s social media efforts (Facebook, twitter) with help of junior consultant.
→ Identify, document, produce, and help leverage compelling success stories and positive reports about work on maize for diverse audiences and formats.
→ Develop communications (internal and external), including effective bi-directional interaction with clients (researchers, information and technology providers, policy makers, leaders and other development partners), target beneficiaries (farmers, consumers, the public) and donors.
→ Help provide segmented audiences (e.g., policymakers, research directors, media, and general public) with timely and pertinent information highlighting the relevance of the maize research agenda to public concerns.
→ Communicate, educate, and increase the awareness of development partners about MAIZE outcomes and impacts via diverse media (the Web and social media, publications, policy papers, trial summaries, germplasm information, photo essays, etc.).
→ Provide messages and presentations for MAIZE and CIMMYT management, meeting reports, other internal documents.
→ Other duties as agreed.

Required academic qualifications, skills and attitudes:

→ Master’s Degree in Journalism, Communications, or related discipline (a bachelor’s degree with relevant experience will be considered).
→ At least 5 years of experience in science communications, marketing, public relations, media campaigns, and/or non-profit communications.
→ Non-profit organization experience or demonstrated understanding of the non-profit and/or agricultural research for development environments.
→ Clear grasp of communications strategies and creativity in applying them to raise awareness of CIMMYT’s activities and achievements.
→ Ability to express technical concepts in clear and simple language for diverse audiences, including the general public.
→ Proficiency in English, including ability to interact confidently with colleagues and external. Knowledge of an additional language is desirable but not required.
→ Proficiency in use of social networking and new media tools.

The position is for an initial fixed-term for three (3) years, after which further employment is subject to performance and the continued availability of funds. CIMMYT’s internationally competitive salary and benefits include housing allowance, car, comprehensive health and life insurance, assistance for children’s education, paid vacation, annual airfare, contribution to a retirement plan, and generous assistance with relocation shipment.

Candidates must [apply here](http://apply here) for 15837 Maize Communications Officer no later than Friday, 22 January 2016.

Incomplete applications (CV and Cover Letter) will not be taken into consideration.

Cover Letter should refer explicitly to the essential qualifications, skills, and competencies stated above.

For further information on the selection process, please contact Daniel Ixtla, at d.ixtla@cgiar.org

*Please note that only short-listed candidates will be contacted.*

CIMMYT is an equal opportunity employer. It fosters a multicultural work environment that values gender equality, teamwork, and respect for diversity. Women are encouraged to apply.