



## European Union Health Facility in Vietnam

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The European Union Health Facility (EUHF) has been established by the European Union in March 2015 as a part of the actions agreed with the Government of Vietnam within the framework of the EU Health Sector Policy Support Programme phase 2 (EU- HSPSP 2): Towards Equity and Quality of Health Services in Vietnam. For more information please visit our web page [www.euhf.vn](http://www.euhf.vn).

EUHF is currently looking for the candidates to fill the position of the **Public Relations and Communication Officer**

Duration of the assignment: March 1, 2018 with possible extension (**full time employment**)

Tasks and Responsibilities:

- Produce focused standard narratives for the HSPSP results and achievements
- Organize, file and select the graphic documentation of events and activities
- Actively seek media coverage of relevant actions and events
- Prepare mass media information of the project (print, electronic, radio, tv) including press releases, in consultation with project experts and the TL;
- Coordinate / monitor the work sub-contractors on production on the video and printed materials
- Keep updates on social media on EUHF activities
- Provide weekly updates for the EU publicity office in EU delegation in Hanoi
- Provide material for the project website and EU website
- Ensure the information flow between journalists and the project is maintained, including media in the provinces



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- Coordinate publicizing of project events, press conferences, round tables, etc in the pilot regions with the relevant media people and institutions in the regions
- Collect all publications and records for project files, and contribute to the Project Progress Reports with all published materials, broadcasts and events
- Disseminate project information to stakeholders, to the MoH and EUD website and counterpart institutions
- Assist with the organization and media publicity for national project conferences, including the recording of such events on CD and DVD.
- Providing regular quarterly reports on the PR work carried out in the project to the TL, and any other reports as requested
- Other technical duties as may be required in consultation with the TL

• Qualifications

Education:	<ul style="list-style-type: none"> <li>• A Master Degree in Journalism, Mass Media Management, Linguistics, Social Science or similar.</li> </ul>
Experience:	<ul style="list-style-type: none"> <li>• At least 5 years' experience in all aspects of communication and visibility activities for donor supported projects and/or international company;</li> <li>• Experience with at least one EU funded project in any area, experience in health sector will be an advantage</li> <li>• Knowledge of the EU Communication and Visibility Guidelines is an advantage</li> </ul>
Other skills:	<ul style="list-style-type: none"> <li>• <b>Full proficiency in English</b> and Vietnamese, including excellent writing and communication skills</li> <li>• Experience in promoting the social campaigns using different media channels</li> <li>• Experience and network within the professional journalist community</li> <li>• Experience in working within an international team</li> </ul>

Deadline for submission of the CVs is September 8, 2017.

All interested candidates should send their application in English, including a cover letter indicating the position they are interested in, the motivation for their application and a detailed CV (specifying the educational background, detailed description of all the assignments conducted, years of expertise) in electronic form, to Ms. Oxana Abovskaya, Health Facility Coordinator, at [recruitment.vietnam@epos.de](mailto:recruitment.vietnam@epos.de) (No phone calls please).

Only candidates selected for an interview will be contacted.



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