



Office of the President

FSM Personnel Office

P.O. Box PS-35
Palikir, Pohnpei FM 96941

Ph: (691) 320-2618/2642 Fax: (691) 320-8836

EMPLOYMENT OPPORTUNITY

The Government of the Federated States of Micronesia (FSM) seeks well qualified individuals to fill the position of Communication Officer in the Department, Climate Change and Emergency Management.

The Position. Responsible to lead the preparation and implementation of project's communication and visibility plan (CVP); development of all awareness (pamphlets, brochures, banners, documentaries and short videos, television and radio advertisements, newspaper articles); dissemination of promotional and awareness materials using available tools such as advertising, events, meetings/workshops, virtual and social media; preparation of media releases and coordination of all media related events and activities; planning and implementation of effectiveness surveys to determine awareness levels as result of the communication and visibility products and materials; facilitate lessons learnt workshops and develop lesson reports including sharing with stakeholders at national, state and municipality level as well as regional and global levels; ensure compliance with the laws, policies, system and procedures of the Government of FSM as well as of the Adaptation Fund and SPREP in relation to the knowledge, communication and visibility activities; ensure all project documents and files are kept and maintained for project audit and reviews; and performs other duties as assigned.

The Incumbent: Any combination of accredited college or university with a degree in Communication, Business Administration or related field plus five (5) years experience in in knowledge management and communication roles.

Benefits: A salary of \$12,000.00 per annum and include all the applicable taxes. Housing, travel and relocation will be provided is applicable.

To Apply: Submit resume or application by mail, fax or e-mail to this address:

Personnel Office
P.O. Box PS 35
Palikir, Pohnpei FM 96941
Phone No. (691) 320-2640

Dept. of Environment, Climate Change and Emergency
Management
P.O. Box PS 69
Palikir, Pohnpei FM 96941
Phone: (691) 320-8815

Closing Date: The Department of Environment, Climate Change and Emergency Management will be accepting application/resume from 1/31/18 until the position is filled.

THE FSM IS AN EQUAL OPPORTUNITY EMPLOYER