



Associate - Communications (Karachi)

I. Background

Pak Alliance for Maths and Science (PAMS) is a non-profit organization that aims to inspire a love for learning, and to develop cognitive and critical thinking abilities in Pakistani children. PAMS provides technical support to the federal and provincial education departments, donor agencies, and its partners on implementing scalable STEAM solutions in Pakistani government schools, in addition to conducting research on education policy.

II. Scope of Work

The objective of this position is to provide communication support to the organization and communication technical assistance to partners, including government departments, as required by PAMS. The Associate - Communications will be working closely with our teams in different cities to meet their communications requirements. The responsibilities for this role are as follows, in order of priority:

- Create communications products in English and Urdu, including social media posts for multiple platforms featuring photo, video and written content
- Actively curate existing content from partner schools' pages, groups and reports on program portal
- Develop strategies to create new content in partnership with schools, for specific program needs, e.g. Pi Day, Safer program, etc.
- Establish and maintain content calendar featuring program activities, stakeholders, and campaigns
- Curate relationships with partners through external communication channels and online engagements
- Implement strategies to increase follower base, build engagement, and develop digital assets on other platforms
- Monitor national and international education / human development discourse and contribute content on the organization's work where relevant
- Support any other occasional program needs through communication and marketing support, such as updating content for the website or program information brochures and other marketing material

IV. Qualifications and Skills

Required

- A four-year undergraduate degree in a discipline related to communication/design
- Strong oral and written communication skills in English and Urdu
- 2 out of the 3 following skills: illustration, graphic design, videography and short video editing
- Motivated, proactive, and committed personality
- A thirst for finding stories
- A minimum of 2 years' work experience

Preferred

- Strong photography and videography skills
- Experience editing short videos
- Photoshop and design skills

V. Deployment

- This is a Karachi-based position
- Preference will be given to candidates who can join as soon as possible

To apply, send your resume along with a link to your portfolio to careers@mathsandscience.pk. Make sure you explain your interest in the position in the text of the email. Interviews of shortlisted candidates will be conducted on a rolling basis.