



# THE NATIONAL RESEARCH INSTITUTE

PAPUA NEW GUINEA

## JOB VACANCY

The Papua New Guinea National Research Institute (PNG NRI), seeks to fill a Vacancy in the Knowledge Management Division.

### Publications & Communications Manager

Position #: NR-KD-007

Position Level – NR 12

Contract type: Non- Research Contract

Contract term: 3 years

### Qualifications and Experience

- Bachelor's Degree in Communications, English, Journalism/Media Studies, Public Relations, and/or relevant related field. (Master's Degree in a relevant field is desirable).
- Five years-experience in a similar role for a Bachelor's Degree holder and three years-experience for a Master's Degree holder.

### Basic Role:

- Oversee the publication process within time bounds and professionalism,
- Develop communication plans, and media and public relations activities for PNG NRI's various research programs and projects.
- Maintain PNG NRI's online presence on social media sites such as Facebook, LinkedIn, blogs and etc.
- Mentor a team of Research Communications Specialists.
- Maintain PNG NRI's branding on all collaterals and merchandise.
  
- Implement, manage and evaluate communication, media and public relations strategies.
- Research, write, distribute and manage the production of a range of communication activities including advertising, print material, media releases, community announcements, fact sheets, and briefing notes.
- Liaise with relevant Publishing Institutes locally and internationally.

### Application Requirements:

- Applications must address the key requirements of the position descriptions.
- The applications must be submitted together with a cover letter, updated CV, certified certificates, and academic transcripts.
- All applications should be addressed to: PNG National Research Institute, P.O Box 5854, Boroko, NCD; Attention: Recruitment. Applications can be emailed to: **PNGNRI\_HR@pngnri.org** or **hand delivered at the Reception Area**, Thomas Webster Research Building, PNG NRI Campus.

**Applications Open: 7am Wednesday 22/9/2021**

**Applications Close: 5pm Wednesday 6/10/2021**

**Authorised by:**

**Dr. Osborne Sanida Director, PNG NRI**