

Job Title	Deputy Director, Communication
Grade	NSDCC GRADE “3”
Corporation/Organization	National Syndemic Diseases Control Council
Directorate	Directorate of Management Information Systems and Communications
Department	Communication
Section / Unit	N/A
Location / Workstation	Nairobi
Reporting Relationships	
Reports to	Director Management Information Systems and Communications
Direct Reports	Senior Principal Communication Officer
Indirect Reports	Principal Officer Communication
Job Purpose	
The purpose of this cadre is the management of information and telecommunications systems, branding and development of communication and marketing strategies, policies and plans to ensure that NSDCC leverages on technology for efficient and effective delivery of services.	
Key Responsibilities/ Duties / Tasks	
<ul style="list-style-type: none"> (i) Develop and deliver creative communication strategies and plans ; (ii) Managing corporate events; (iii) Developing content to provide clear and adequate information and material that will support public relations activities; (iv) Regularly providing content to update the NSDCC website and digital platforms and facilitate interdepartmental communications; (v) Developing and incorporating online tools and in-person networking to create relationships and ultimately build the NSDCC’s brand, both online and offline; (vi) Leveraging on social media by creating, managing, and growing the NSDCC’s presence across strategic online platforms; (vii) Implementing strategic communications plans and providing insights for the NSDCC and stakeholders; (viii) Generating appropriate content from other departments and counties for dissemination; (ix) Engaging with cross-functional teams to develop and design accurate technical public education and awareness material for use by various programmes and stakeholders; (x) Generating and disseminating regular public advocacy content for continuous awareness, sensitization, and advocacy; (xi) Drafting public education and advocacy strategy reports for management, board, and other relevant authorities; 	

- (xii) Initiating the development and review of communications policies and strategies on advocacy for Strategic disease response; and
- (xiii) Liaising with other stakeholders and partners to develop relevant advocacy and sensitization materials for various Strategic disease response interventions.

Job Competencies (Knowledge, Experience and Attributes / Skills).

Academic qualifications

For appointment to this grade, a candidate must have:

- i) A Bachelor's Degree in Communications, Public Relations, Mass Communication Journalism, or related discipline from a recognized institution.
- ii) A Master's Degree in Communications, Public Relations, Mass Communication Journalism, or related discipline from a recognized institution.

Professional Qualifications / Membership to professional bodies

- i) Membership in a professional body where applicable.
- ii) A Governance/Leadership course lasting not less than four (4) from a recognized institution; and
- iii) Meet the requirements of Chapter Six (6) of the Constitution of Kenya, 2010 on leadership and integrity.

Key Competencies

- i) Proficiency in relevant Information Communication Technology;
- ii) Demonstrate ability to communicate with impact;
- iii) Ability to apply expertise and deliver results;
- iv) Proven record of applying change and innovation;
- v) Demonstrate ability to work in a team; and
- vi) Staff supervisory skills

Previous relevant work experience required.

At least twelve (12) years relevant work experience with at least four (4) years' experience in a management role