

Request for Proposal

Consultancy: Communications and Media Specialist

Application Deadline: Friday, 3rd September 2021 18:00 (+8 GMT)

Background

The Global Fund Advocates Network Asia-Pacific (GFAN AP) is a platform of community and civil society advocates for a fully resourced [Global Fund to Fight AIDS, Tuberculosis and Malaria \(Global Fund\)](#). GFAN AP supports community and civil society mobilisation in the areas of increased domestic financing for HIV, TB, and malaria; increased donor contributions towards the Global Fund; and ensuring that policy frameworks on health financing take into account community, rights, and gender (CRG) issues.

The Global Fund [pools the world's resources to invest strategically in programmes to fight HIV, TB and malaria and strengthen systems for health](#), and will be holding its Seventh Replenishment in 2022, which will raise resources needed for the allocation cycle 2023 – 2025. This year will also coincide with the 20th year of its establishment. Replenishment efforts will be taking place alongside the newly confirmed [Global Fund Post-2022 Strategy Framework](#) which was approved by the Global Fund Board in July 2021, and the Strategy Narrative to be approved by the Global Fund Board in November 2021.

GFAN AP will be initiating its campaigns and advocacy activities in the coming months leading up to the Seventh Replenish in Q4 of 2022 which will mobilise communities and civil society organisations and partners in the Asia-Pacific region to advocate donor governments, private sector and private foundations for increased and early pledges for the Seventh Replenishment. This will take place alongside efforts to strengthen efforts of communities and civil society to increase Given the ongoing COVID-19 pandemic, the advocacy efforts on social media as well as virtually will need to be expanded alongside in person meetings and activities.

GFAN AP is thus seeking a colleague to expand and strengthen its communications and media efforts to support GFAN AP activities to reach targeted key audiences including communities and civil society, donor countries, governments and parliamentarians, and the private sector and private foundations. Envisioned efforts and activities while largely conducted by our country and regional partners will require coordination and relevant communications, materials, and media support.

This will take place amongst ongoing efforts to refresh the GFAN AP logo, which is expected to be finalized and launched in Q4 of 2021, amongst updating relevant materials, social media sites and the website.

Who We Are Looking For

Our team is recruiting a colleague who will be able to work independently given remote circumstances¹, and at the same time excel in working in a team and with a diverse group of networks and organisations across the Asia-Pacific region working in HIV, TB and malaria. We hope s/he will bring passion, creativity, and innovation to the job, and able to articulate, capture and formulate ideas clearly and realise them fully. The individual will be responsible for supporting the development (including conceptualising), and executing GFAN AP relevant campaigns and generating creative content, including infographics and articles, and managing our digital platforms.

And individual that has experience related to health and social justice issues with decision-makers and understanding of the health architecture globally, regionally, and national level would be preferred. We welcome skilled communicators that will bring fresh ideas to the team as the world relies increasingly on social media and digital platforms amidst COVID-19.

¹ The Regional Coordinator is based in Singapore, while the Programme and Coordination Officer is based in Sri Lanka. GFAN AP is hosted by APCASO which is based in Bangkok, Thailand.

Roles and Responsibilities

The consultant will:

- Support and develop communication materials and content relevant to advocacy objectives and activities as part of the upcoming activities of GFAN AP in support of the Global Fund Seventh Replenishment. This could include advocacy and research briefs, videos, interview articles, toolkits, and other communication tools to be used across different contexts and media platforms.
- Regularly updating of and maintaining the digital platforms of GFAN AP – including its Website, Facebook Page, Twitter, LinkedIn.

Proficiencies and Desired Qualities

We are looking for an individual that:

- Is very fluent in spoken and written English. Additional proficiency in other languages welcomed.
- Has a minimum of two-three years' working experience.
- Has demonstrated expertise in the use of digital platforms, including FaceBook, Twitter, LinkedIn, and importantly WordPress (Divi).
- Has demonstrated expertise in communication development applications for written and visual materials – including but not limited to Canva, Microsoft Office, Mailchimp, etc.
- Has demonstrated experience and expertise in developing communication materials and creating content on digital platforms. This would include having excellent writing and editing skills.
- Is proactive in developing and strengthening our communications across our digital platforms and content/publications, and able to support colleagues and take the lead and provide advice as well as conceptualise needed communication materials for the work/activities as part of GFAN AP's workplan.
- based in and/or from the Asia-Pacific region and has a demonstrated track record and extensive experiences working with communities living with and/or affected by HIV, TB and malaria and on issues relevant to community systems strengthening, and Community, Rights, and Gender (CRG) issues across the three diseases and on UHC. Individuals that are from key and/or vulnerable communities are welcomed.
- Is familiar with Global Fund funding programming and implementation at the national level, as well as with resource mobilisation mechanisms for the Global Fund.

Contract Period, Salary and Administrative Details

This position will be contracted through December 2022 and is envisioned to be 24 hours per week, with a compensation of maximum US\$1,900 per month. This will be a consultancy position and not a staff position.

This position will have flexibility in working hours to deliver required outputs. GFAN AP closes its offices once a year for a minimum of two weeks in late December through early January.

This position reports to the GFAN AP Regional Coordinator and works closely with the Programme and Coordination Officer.

Applications

Please email the following to Rachel Ong (rachel.ong@gfanasiapacific.org) and cc Niluka Perera (niluka.perera@gfanasiapacific.org).

- Curriculum Vitae;
- 2 references with email contacts; and
- Portfolio or links of past work on digital platforms.

Deadline for applications close at 18:00hrs (+8 GMT) 3rd September 2021, Friday. Late applications will not be considered, and only successfully shortlisted applicants will be contacted for an interview.