



## **Vacancy Announcement**

Population Media Center is a US-based international nonprofit organization that specializes in developing a research-based multimedia communication strategy for social development. PMC uses entertaining education and mass media to empower people to live healthier and more prosperous lives. PMC-Ethiopia was established in 2000 and has impacted lives across Ethiopia for nearly two decades.

PMC would like to invite all interested and qualified individuals for the following positions:

**Required number: 1 (one) for each positions**

**Terms of Employment: Part-time or contractual basis**

**POSITON 1: Amharic Radio Program Producer**  
Language: Fluent in Amharic speaking and writing

**POSITON 2: Afan Oromo Radio Program Producer**  
Language: Fluent in Afan Oromo speaking and writing

**POSITON 3: Afar Radio Program Producer**  
Language: Fluent in Afarigna speaking and writing

**POSITON 4: Somali Radio Program Producer**  
Language: Fluent in Aff Somali speaking and writing

### **Duties and responsibility**

- Gather background material pertinent to program content including field recording, conducting interview, and editing of audio material for the program.
- Compose and edit program scripts and arrange other elements inserted within network programming.
- Prepare and reviews program materials period to recording and produce program segments and labels them.
- Make sure that identified issues are adequately addressed in the program.
- Ensure that contents of the programs don't violate the laws by the country, language, culture, norms and values of the intended audience.
- Ensure that program logs are filed in an organized manner and are kept for some period and future use.
- Ensure that stories are balanced and focus on objectives and project theme.
- Ensure that programs edited and approved are transmitted at the proper date and time and employee shall be responsible for all on air programming.

- Entertains public opinions on aired past programs and accommodate relevant comments in future productions to strengthen the program.
- Keep records of all broadcast programs and log them to maintain an accurate of all transmitted materials.
- Make travels to the regions from time to time for program production and other relevant activities when / as assigned.
- Work closely with a project coordinators and communication expert on planning, program production, and evaluation and related issues.
- Submit a written quarter report to the project coordinator indicating the activities he/she performed during the period (after the last report).
- Acquainting himself/herself with a wide range of issues such as current events, public policies and harmful traditional practices including code of ethics of Journalism.
- Responsible for idea generation and story development.

### **Requirement**

- BA Degree in Journalism, or Language or theatrical art or communication and related discipline.
- More than 5 years of proven work experiences in the production of youth-focused or family focused or other social content related radio programmes and good experience in radio journalism.
- Knowledge, attitude, and practice towards proper WASH behaviors including during emergencies through coordinated SBCC intervention.

### **Skill**

- Ability to interact and deal with people.
- Excellent planning, organization, analytical and decision making skills.
- Good communication skills; team work; excellent report writing.
- Excellent knowledge of basic computer and software applications.
- Excellent time management skill and meeting deadlines
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The organization (PMC-E) has a zero tolerance to Sexual Exploitation (SEA) and Child Abuse. Therefore, the employee shall take all appropriate measures to prevent sexual exploitation or abuse of anyone or any colleague or other persons engaged with him/her to perform any services under this Agreement. Any breach of this provision shall entitle PMC-E to terminate the Agreement with immediate effect.

### **How to Apply**

- Interested and qualified applicants should submit their non-returnable application letter along with CV and supportive documents through [rahelbernardo@populationmedia.org](mailto:rahelbernardo@populationmedia.org) or within **seven working days** from the day of this announcement.
- Applicant should mention the position applied for in the subject line of the email.
- Only short-listed candidates will be contacted.

**Women are encouraged to apply for all positions**