



**JOB VACANCY:** All On Communications Officer

**LOCATION:** Lagos, Nigeria.      **Application Deadline:** 6<sup>th</sup> January 2020

### **About All On**

Nigeria has a 175,000MW power gap and an estimated 28 million households and 11 million SMEs that are either off the National grid or receive less than four hours of power per day. This amounts to 120 million people living without access to reliable and affordable power.

Addressing the access-to-energy challenge in Nigeria requires a combination of both the traditional large-scale power generation approaches and distributed power innovations that are small scale, low cost, and quick to market.

All On Partnerships for Energy Access ('All On') was established by Shell as an independent impact investing fund to work with partners to increase access to commercial energy products and services for the under-served and un-served off-grid markets in Nigeria, with a special focus on the Niger Delta.

All On builds value-driven local and international partnerships to help scale business models. All On seeks both financial returns and social impact - to provide and/or improve access-to-energy for millions of households and SMEs.

If you would like to learn more about All On, please visit website: <https://www.all-on.com/>

### **What will you do?**

The All On Communications Officer is responsible for the company's internal and external communications through both traditional and digital platforms. The role reports to the Policy & Partnerships Manager and is critical to fulfilling All On's mandate to build an enabling environment for the off-grid energy sector in Nigeria through the dissemination of information critical to the growth of the sector.

### **POSITION RESPONSIBILITIES**

- **Internal Communications**
  - Manage and utilize contact database
  - Manage All On's digital photo archives– storage, compiling;
  - Develop content around All On's investments, grants and partnerships;
  - Compile and manage All On's archives—both online and offline mentions;
  - Keep the organization abreast of key industry developments;
- **External Communications**
  - Draft & disseminate press releases;
  - Media engagements and relationship-building to increase media coverage both online and offline;
  - Design, draft and disseminate quarterly newsletters;
- **Website Management**



- Create & manage content for All On’s website;
- Manage relationship with website programmers;
- Ensure timely and accurate upload of pertinent information on website;
- Update/Refresh content;
- **Social Media Management**
  - Oversee social media management and growth across social media platforms;
  - Engage social media followers across all platforms;
  - Develop relationships and social media influencers in sector;
  - Analyze social media insights to guide social media campaigns;
  - Develop a content calendar to ensure constant engagement with followers across all platforms;
- **Power Solutions Radio Show**
  - Identify industry experts to appear on the weekly show;
  - Develop and disseminate infographics to promote the weekly show;
  - Attend each show and provide live images, quotes and videos during the show for social media;
  - Produce and disseminate content from shows;

**Skills**

● Interpersonal skills	● Responsiveness
● Strong written and oral communication skills	● Networking
● Self-starter/Decision making	● Connector
● Graphic design	● Organizational ability

**What we need from you:**

- Undergraduate degree from an accredited institution in social science, humanities, communications, management and other relevant fields of study; Master’s degree a plus
- 2-3 years’ core experience in similar communications roles, preferable in an international organization
- Social media management experience
- Graphic design skills and knowledge of Canva, a plus
- Experience in the off-grid energy sector is add-on, but not a requirement

**What we offer you:**

- At All On we're committed to investing in career development, providing a platform from which suitable candidates can deliver, create substantial impact, and advance professionally with a fast-growing organization.



- All On is a company with shared values. Honesty, integrity and respect for people are integral to everything we do. The company places the highest possible value on the diversity of our people and our inclusive approach.
- A chance to make a social difference towards increased access to affordable, reliable and sustainable energy access in Nigeria.
- Remuneration: Competitive based on experience
- Health care for self and immediate family
- A culture of learning and innovation
- Interaction with industry leaders and forward-thinking people

### **How to apply**

- Send cover letter & resume to: [All-On-Reception@all-on.com](mailto:All-On-Reception@all-on.com)
- Subject of mail: **Application for All On Communications Officer Position**

Kindly note that we will give careful consideration to all applications and review details against the position criteria. Considering the high number of applications, we will be unable to respond to each application.

If no response is received by **31<sup>st</sup> January 2020**, kindly consider your application unsuccessful.