

Communication Officer

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About ENV

Education for Nature – Vietnam (ENV) was established in 2000 as Vietnam's first non-governmental organization focused on the conservation of nature and the protection of the environment. ENV combats the illegal wildlife trade and aims to foster greater understanding amongst the Vietnamese public about the need to protect nature and wildlife. ENV employs creative and innovative strategies to influence public attitudes and reduce demand for wildlife trade products. ENV works closely with government partners to strengthen policy and legislation, and directly supports enforcement efforts in the protection of endangered species of regional, national, and global significance.

For more details about what we do, visit our website:

English language: www.envietnam.org

Vietnamese language: www.thiennhien.org

Position Available

ENV is looking for a **Communication Officer** who is a charismatic professional, can create effective and unique content, and has experience in **film** to work closely with our national and international senior officers to strengthen our program. She/he promotes the strengthening and growth of ENV through enhancing the organization's public image and profile and coordinating public awareness activities.

Main Duty Station: Hanoi

Main Responsibilities

- Produce and post regular video logs (VLOGs)
- Producing short videos/films (training, orientation, campaigns, etc.)
- Coordinate the development, production, and effective release of ENV Public Service Announcements
- Assisting with other major ENV activities as required

More details about the assignments will be discussed during the interview

Requirements

- Vietnamese
- Fluent verbal and written English
- **Experience producing short films and VLOGS** (please provide links to current portfolio)
- **Experience creating/editing video and film**
- College degree with a background in film, press, and/or literature is a plus
- Excellent Vietnamese writing and editing skills required
- Excellent communication skills
- Experience in photography
- Can use Photoshop, Illustrator, InDesign

- Computer literacy: Word, Excel, movie editing and design
- Ability to work independently, take initiative, and pay close attention to details

Benefits and Terms

- Attractive salary
- Long term contract
- Mixed English-speaking environment
- Opportunity to work closely with international and national experts
- Challenging job in a dynamic and supportive team

HOW TO APPLY?

Interested candidates are invited to send an up-to-date CV and cover letter to ENV by email or correspondence, no later than Aug 5, 2017 to:

lienphan.env@gmail.com

aaronlotz@envietnam.org

nhanhien@envietnam.org

For more information, please contact:

Nhan Thi Hien

Administrative Manager

Education for Nature - Vietnam (ENV)

Room 1701, Building 17T5, Hoang Dao Thuy street, Trung Hoa ward, Cau Giay district, Hanoi

Phone: (04) 6281 5424

Note:

** Your applications will be treated on “First come, first serve” basis.*

** Only short-listed candidates will be notified for written test & interview*