Norwegian People's Aid

Job Announcement

Position:	Communication Officer
Department/Project/Region	Syria
Last revised:	Oct 28, 2026
Immediate Superior:	Country Director
Shall report to:	Country Director

Function prerequisite:

The position is based in Damascus with frequent travel to other areas of operation as and when required.

Must have:

- A minimum of 4 years progressively responsible experience in communications and reporting, preferably in the humanitarian or development sector.
- Excellent written and verbal proficiency in English and Arabic.
- A university degree in journalism, business administration, social science, economics, management, or in a related area is preferred.
- Excellent knowledge of visual, digital and oral communication tools and techniques.
- Excellent analytical skills.
- Ability to work independently and take initiative.
- Good interpersonal and communication skills.
- Able to work effectively under pressure and adapt to difficult conditions.
- Training and facilitation skills.

Additional qualities:

- Experience in capacity building of local organisations.
- Ability to inspire and build competence of staff and achieve results through others.
- Proactive and professional, with a high level of integrity.
- Strong networking and relationship-building skills.
- Ability to multitask, prioritize, handle pressure, improvise, and be a good team player.
- Creative thinking, problem solving orientation, accountability for results.

Responsibilities:

General Description:

NPA is seeking a Communication Officer to lead communications for NPA's projects in Syria. This is a key position within the organisation under the direct line management of the Country Director in Syria. The Communication Officer will develop and implement an effective communications work plan with clear deliverables and will ensure effective communication, visibility and knowledge management across NPA programmes and with partners. The position will be responsible for day-to-day communication activities, including but not limited to managing social media, drafting success stories, producing newsletters, briefs about NPA's programmes and other communication materials.

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Specific description:
Communication:

- Increase media coverage of NPA programmes, opinions and technical research both online and offline.
- Lead production of external and internal communications materials for advocacy efforts and in raising the organization's profile.
- Liaise with Operations and partner teams to identify opportunities to gather primary source material for communications and advocacy, such as beneficiary success stories and high-quality photos of activities.
- Conduct regular field visits to gather primary source materials.
- Ensure proper visibility and branding for NPA across programmes including donor and partner visibility requirements.
- Actively work with the programme and partner teams to promote project visibility through local media and selective use of relevant social media platforms.
- Develop and implement a communication work plan with clear deliverables, key messages and a content calendar, and report regularly on results.
- Manage NPA Syria's social media channels and produce newsletters, success stories and other communication materials.
- Maintain a central library of photos, stories and other materials as part of knowledge management.
- Ensure informed consent, safeguarding, do-no-harm and data protection principles are applied when collecting and using beneficiary stories and photos.
- Build the capacity of programme and partner staff in communication, visibility and storytelling.
- Perform other duties as assigned by the Country Director.

Authority/ Decisions:
Typical decisions the holder of the position makes

Reference is made to the NPA Regulation for Delegation or Authority, Quality Management and Guidelines for the NPA Syria Office.

Additional Considerations:

The Communication Officer is to abide by the policies and personal code of conduct by the Norwegian People's Aid and represent the organisation in a loyal and responsible manner.

We will review CVs and interview candidates in advance of the closing date. For this reason, interested candidates are asked to submit their applications as soon as possible.

How to apply

Dear Applicant, to apply for this Vacancy, please click on the below link and fill the NPA Syria-Application form. (Use VPN)

Communication Officer