



Job Title: Communications and Advocacy Officer

Organization: Programme for Accessible Health, Communication and Education (PACE)

Duty Station: Kampala, Uganda

Duration: Full Time

Reports to: Advocacy and Partnerships Lead

About PACE: Programme for Accessible Health, Communication and Education (PACE) is a leading Ugandan indigenous nonprofit organization that has, for over a decade, pioneered market-based solutions for improved health outcomes. PACE works at the intersection of private sector innovation, community empowerment, and evidence-based health interventions to deliver transformative impact in Malaria, HIV/AIDS, Family Planning, Maternal and Child Health, Adolescent Health, Sanitation and Non Communicable Diseases (NCDs).

With a strong footprint across Uganda for over two decades, PACE has supported national policy formulation through systems thinking, operational research, and stakeholder engagement, building community structures that remain active and trusted to this day. Its contribution to Uganda's health sector includes mobilizing millions through behavior change campaigns, improving access to quality health commodities, and strengthening public-private partnerships.

Despite reduced donor funding, PACE remains deeply committed to rebuilding and reimagining its role in health development, driven by a core belief: everyone deserves access to quality, affordable healthcare. We are ready to continue doing what we do best partnering with communities, inspiring innovation, and leading local solutions with global impact.

Job Summary

The Communications and Advocacy Officer will be responsible for developing and delivering high-quality communications and public relations outputs that advance PACE's visibility, advocacy messaging, and stakeholder engagement. Reporting to the Advocacy and

Partnerships Lead, the role supports the translation of program evidence and advocacy priorities into compelling content across digital, media, and print platforms. The Officer plays a central role in managing PACE's external communications presence, supporting media relations, and ensuring consistent, strategic messaging that reflects the organization's mission and programmatic impact.

Key Responsibilities

I. Communications and Content Development

- Develop and produce high-quality communications materials including advocacy briefs, factsheets, success stories, newsletters, talking points, social media content, and visibility products aligned to PACE's advocacy and program priorities.
- Manage and regularly update PACE's digital communications platforms including the website, social media channels, and internal communications, ensuring content is current, accurate, and strategically aligned.
- Support the documentation and packaging of program achievements, data, and human-interest stories into accessible communications products for diverse audiences including donors, government, media, and communities.
- Maintain a content calendar and coordinate timely production and dissemination of communications materials across teams and platforms.
- Support the development of donor-facing communications including reports, presentations, and impact summaries that demonstrate PACE's program value and positioning.

2. Public Relations and Media Engagement

- Support the development and maintenance of PACE's media relations strategy, including building and managing a current database of relevant journalists, editors, and media outlets at national and regional level.
- Draft and coordinate the dissemination of press releases, media advisories, op-eds, and statements for PACE's programmatic and advocacy milestones.
- Monitor media coverage of PACE, its programs, and the broader health policy environment, and prepare regular media monitoring reports for internal use.
- Coordinate logistics and communications support for press engagements, media briefings, public launches, and advocacy events.

- Support crisis communications by flagging reputational risks and drafting reactive communications in consultation with the Advocacy and Partnerships Lead.

3. Advocacy Support and Stakeholder Engagement.

- Support the implementation of PACE's advocacy strategies by developing targeted messaging and communications materials for specific policy audiences and platforms.
- Assist in preparing briefing notes, presentations, and background materials for PACE's engagement with the Ministry of Health, development partners, and other stakeholders.
- Support the coordination and documentation of stakeholder engagement activities including meetings, forums, and technical working group sessions.
- Monitor the policy and media environment for developments relevant to PACE's advocacy agenda and flag emerging issues to the Advocacy and Partnerships Lead.

4. Knowledge Management

- Maintain an organized library of PACE communications outputs, program documentation, photography, and multimedia assets for institutional use.
- Support the development of branding guidelines and ensure their consistent application across all PACE communications materials and platforms.
- Coordinate with program teams to capture and document field-level stories, data, and evidence for use in advocacy and communications products.

Qualifications and Experience

- Bachelor's degree in mass communications, Journalism, Public Relations, Marketing, Social Sciences, or a related field.
- 1–3 years of experience in communications, public relations, or a related role, preferably within an NGO, public health, or development organization.
- Demonstrated ability to produce high-quality written content for diverse audiences and platforms.
- Experience managing social media platforms and digital communications tools.
- Basic familiarity with design tools such as Canva, Adobe, or similar platforms is an added advantage.
- Interest in public health, advocacy, or development programming is desirable.

Key Competencies

- Excellent written and verbal communication skills in English, with the ability to adapt tone and style for different audiences and platforms.
- Strong creative skills with an eye for compelling storytelling, visual communication, and brand consistency.
- Ability to manage media relationships and coordinate press engagement activities professionally.
- Strong organizational skills with the ability to manage a content calendar and multiple deliverables under tight deadlines.
- Proactive, detail-oriented team player who can work independently and take initiative.
- Analytical ability to monitor media and policy environments and distill key messages for internal and external audiences.

Why Join Us?

At PACE, we believe in people-powered solutions. You'll join a dynamic team that values: Transparency and Accountability, Innovation and Creativity, Recognition and Reward, Teamwork and Open Communication & Speed and Efficiency

We're also deeply committed to an environment where every individual can thrive by upholding PACE's policy on Equity, Diversity and Inclusion and uphold the highest standards of Safeguarding and Child Protection.

Be part of a renewed movement to build back better, lead with evidence, and deliver health with dignity to those who need it most.

PACE – Local Solutions. Lasting Impact.

Prospective candidates are kindly requested to complete the application form available at <https://pace.qedhrm.com/careers> and attach the following.

1. Updated Curriculum Vitae.
2. Cover letter with inclusion of your salary expectation addressed to the Human Resources and Safeguarding Lead.
3. Certified academic documents.

Please note, all attachments should be in PDF format.

The deadline for receiving applications is Tuesday, June 2nd, 2026.

Applications received will be reviewed on a rolling basis, so we encourage you to submit your application as soon as possible.

Only shortlisted candidates will be contacted.

Persons with disabilities are highly encouraged to apply

Explore our work: www.pace.org.ug