

JOB OPENING – Senior Knowledge & Communication Specialist

Position Title:	Senior Knowledge & Communication Specialist
Duty Station:	Erbil-based (with field visits as needed).
Appointment Type:	Full-Time
Contract Length:	12 months (renewable based on performance and need).
Reporting to:	Chief Technical Officer (CTO)

About PPO

Peace Paradigms Organization (PPO) Peace Paradigms is a private consulting company, based in Iraq, established to deliver context-specific solutions, for peacebuilding actors to achieve holistic and effective results, through their conflict mitigation and prevention efforts.

PPO provides evidence-based technical advice, learning facilitation, strategic implementation and policy engagement to enhance the effectiveness and accountability of peacebuilding efforts across Iraq and other conflict affected contexts.

Purpose of the Role

The Senior Knowledge & Communication Specialist is responsible for shaping and managing PPO's internal and external communications. This includes converting technical outputs into accessible, high-quality content, ensuring consistent messaging, and supporting PPO's visibility and positioning across platforms and audiences.

Key Responsibilities

- Develop, edit, and publish communication products, including success stories, case studies, newsletters, client briefs, and technical blogs.
- Manage and maintain content across PPO's website, social media platforms, and knowledge-sharing channels.
- Support technical teams in translating and adapting complex concepts into clear, tailored materials for practitioners, donors, and non-technical audiences.
- Lead storytelling and documentation efforts for projects, engaging with technical and field staff, community stakeholders, experts' circles, and others, to capture diverse insights and perspectives.

- Develop and implement PPO's communications, including PPO's thought leadership calendar and engagement campaigns.
- Ensure brand consistency and alignment with PPO's values, tone, and thematic focus.
- Collaborate with Managers, Team Leaders and Business Development teams to generate evidence-based content for external engagement.
- Monitor content performance across platforms and recommend improvements based on analytics and audience feedback.
- Coordinate visibility and branding for events, webinars, and client presentations.

Ideal Profile

- Bachelor's or Master's degree in communications, journalism, international relations, peacebuilding, or related fields.
- Proven experience (3–5 years) in communications, preferably in a peacebuilding, development, or consultancy contexts.
- Exceptional writing and editing skills in English and Arabic.
- Familiarity with peacebuilding themes such as conflict transformation, climate security, and social cohesion.
- Proven skill in transforming technical content into clear and compelling narratives.
- Experience with social media management, basic design tools (e.g., Canva), and web publishing (e.g., WordPress).
- Strong organizational and coordination skills; able to manage multiple priorities.
- Comfortable working independently, with a collaborative mindset and attention to detail.

What We Offer

- A dynamic and intellectually stimulating environment rooted in real-world peacebuilding practice.
- The opportunity to shape the narrative and visibility of a fast-growing consultancy model.
- Collaboration with seasoned technical experts and external partners.
- Access to a broad portfolio of local and regional projects and stakeholders.

Application Process

To apply, please send your application by October 5, 2025, to jobs@ppo-iq.org with the email subject KCM – (Your Name). Your application must include:

- An up-to-date CV
- A job-oriented cover email specifying your salary expectations
- At least three (3) professional references who are familiar with your work experience, performance, and professional capabilities. These should be individuals who have directly

supervised you, collaborated closely with you, or observed your work in detail. Please do not include acquaintances or family members. For each reference, provide:

- Full name
 - Position and organization
 - Professional relationship to you (e.g., direct supervisor, colleague etc.)
 - Duration of the professional relationship (include dates)
 - Contact information (phone number and official email)
 - A brief note on why you selected this individual and their relevance to your past work and this position.
- A writing sample (preferably related to peacebuilding, social development, or technical storytelling) and/or a communication material sample (e.g. social media visual, report design)

Incomplete applications will not be considered. Only shortlisted candidates will be contacted.

PPO provides equal opportunity to qualified individuals regardless of age, gender, disability, parental and marital status, nationality, religion, or belief.