



JOB DESCRIPTION

Position:	Communications Officer
Reports to:	Senior Communications Officer
Location:	Sen Monorom, Mondulkiri Province (MDK)
Country Program/Sector:	GCP Asia – Mekong region/WCS Cambodia Program
Position Type:	Full-Time
Expected travel:	Periodic travel to work in other work locations, districts, and provinces as required.

Organization Background:

The Wildlife Conservation Society (WCS) is a US non-profit, tax-exempt, private organization established in 1895 that saves wildlife and wild places by understanding critical issues, crafting science-based solutions, and taking conservation actions that benefit nature and humanity. With more than a century of experience, long-term commitments in dozens of landscapes, presence in more than 60 nations, and experience helping to establish over 150 protected areas across the globe, WCS has amassed the biological knowledge, cultural understanding and partnerships to ensure that vibrant, wild places and wildlife thrive alongside local communities. Working with local communities and organizations, that knowledge is applied to address species, habitat and ecosystem management issues critical to improving the quality of life of poor rural people whose livelihoods depend on the direct utilization of natural resources.

Program Overview:

In Cambodia, WCS works with the Royal Government to conserve species and habitats across five landscapes, including ten protected areas. Together, these landscapes cover all major habitat types in the country and support vital populations of most of Cambodia's globally threatened species.

The Keo Seima Wildlife Sanctuary (KSWS), part of the Eastern Plains landscape, is an active REDD+ project under the Verified Carbon Standard (VCS) and Climate, Community and Biodiversity (CCB) Standards. Validated in 2014, the project has since been successfully verified four times. It has generated significant resources for conservation and community development by preventing deforestation from agricultural expansion, land concessions, and illegal logging.

Implemented by WCS Cambodia in partnership with local NGOs and authorities, the Keo Seima REDD+ project supports Indigenous and local communities in 20 REDD+ villages in Mondulkiri Province. Community participation is essential to safeguarding the forest and wildlife within and beyond the project area. Their active engagement strengthens our conservation work, secures and upholds land rights, and helps preserve cultural identity while ensuring access to sustainable, inclusive community development.

Building on over a decade of collaboration and shared achievements, WCS Cambodia works to maintain trust and strong relationships with these communities. Through outreach, awareness-

raising, and education, we aim to inspire action for forest and wildlife protection while supporting better livelihoods.

Job Summary:

With our commitment to promoting conservation efforts and inspiring local action, we are excited to expand our team. We are looking for a potential candidate to fill the role of Communication Associate to support the Keo Seima REDD+ project. The Communication Associate will work closely with the Senior Communications Officer on site-based communications to deliver compelling stories through engaging content. This position supports internal and external communications efforts, including digital media, content creation, public relations, educational materials development, and event promotion that align with the project's communication strategy.

Major Responsibilities:

- Develop and write compelling stories for social media, exposure, website, and promotion materials.
- Document field activities through photography, video, and interviews with stakeholders
- Produce engaging content for local and international audiences through diverse channels.
- Manage and grow the organization's social media platforms (Facebook, Instagram, YouTube, Telegram)
- Write publications, reports, and press releases for internal and external communications.
- Design artwork, social cards, posters, signboards, and educational materials.
- Maintain media archives, photo libraries, and communication databases.
- Coordinate with partners and stakeholders on communication-related tasks.
- Co-create events, workshops, and campaigns to raise local and public awareness.
- Translate content and documents from Khmer to English and vice versa.
- Assist with branding, internal newsletters, and communication guidelines.
- Support field teams with communication requests.
- Ensure project visibility and organization guidelines are followed across teams.

Minimum Requirements:

- A university degree in communications, media, journalism, environmental studies, or related fields.
- At least two years' experience in communication, media, or public awareness projects.
- Skill in social media content management tools and camera equipment.
- Excellent written and spoken Khmer and English.
- Experience in writing, photography, and video editing.
- Proficiency in Microsoft Office (Word, Excel, and PowerPoint) is required.
- Experience in Adobe Photoshop, InDesign, Illustrator, and Premiere.
- Expertise in graphic design and producing educational/awareness-raising materials.
- Able to work in a remote landscape and travel to forest-edge communities.
- Able to work across diverse cultures and stakeholder groups.
- Interested in Indigenous culture and innovative conservation efforts.
- Have a genuine affinity for biodiversity and environmental protection.