

ActionAid Bangladesh is looking for suitable candidates for the following position:

## **Fellow - Storytelling and Digital Communications**

Unit	:	Communication
Location of posting	:	Dhaka
Types of contract	:	Contractual
Duration of contract	:	11 Months, starting from Mid-August 2025
Number of position	:	1 (One)
Remuneration and Benefit	:	BDT. 30,000 per month with group life insurance coverage

### **Job Summary:**

As a Storytelling and Digital Communications Fellow, the person will play a key role in enhancing our online presence and increasing engagement across various digital platforms. The fellow will work closely under the supervision of the Manager – Communication and other team members to develop editorial and social media content and support the management of our website to ensure a seamless user experience.

### **Key responsibilities include (not limited to):**

#### **Storytelling and Content Development:**

- Support in developing creative and content across all digital platforms with a strong focus on impactful storytelling that aligns with ActionAid Bangladesh's mission and values.
- Collaborate with programme teams to draft and develop stories, captions, visuals, and publications that bring our work to life.
- Monitor social media platforms for trends and prepare monthly social media reports.

#### **Website Management**

- Regularly update AAB website with impactful content (stories, updates, publications, etc.) on the AAB website.
- Coordinate with the website management vendor to identify and resolve technical issues.
- Ensure the website is user-friendly, mobile-responsive, and SEO-optimized.
- Support related administrative tasks, including processing vendor bills and purchases for website management.

## Relationships

Fellow - Social Media and Web Management will report to Manager - Communication.

## Required Educational Qualification and Experiences

### Education

- Graduated from English, Communications and Journalism, Anthropology, Development Studies, Gender Studies or a related field from any educational institution
- Strong ideas and expertise on digital platforms and contents.
- Good communication and collaboration skills
- Excellent writing skills in Bangla and English.

### Experience

- At least 1 year of working experience in in any national or international organisations.

### Other Requirements:

- Excellent knowledge about social media and digital platforms.
- Excellent knowledge about content making, social media campaign, website management, fund raising and content boosting.
- Basic graphic design, photography and video editing skills.
- Basic content/ copy writing skills.

## Application instructions

Only those who meet the above requirements are requested to apply following these instructions:

- The last date of application is **28 July 2025 (Monday)**
- Please [Click Here](#) to submit your application.

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**ActionAid Bangladesh aims to attract and select a diverse workforce, ensuring equal opportunity for everyone, irrespective of race, age, gender, sexual orientation, HIV status, class, ethnicity, disability, location and religion. Any personal persuasion/phone call will result in disqualification of candidature.**

**ActionAid Bangladesh has a non-negotiable policy of ZERO TOLERANCE towards Sexual Harassment, Exploitation and Abuse (SHEA), Child Protection Policy and other relevant safeguarding policies and expects all employees to abide by the Safeguarding Policies and Code of Conduct of ActionAid Bangladesh.**

**NB: There is no cost involved with applying for positions at ActionAid Bangladesh. Any solicitation of funds/money from job applicants should be regarded as fraudulent.**