

GETCARE FOUNDATION



Job Opening — Communications & Narrative Manager

Job Reference No.: GCF-COM-2026-06

About GetCare Foundation

GetCare Foundation is a mission-driven development organization working to strengthen food systems, restore degraded landscapes, and improve rural livelihoods through practical, scalable solutions.

The Foundation operates at the intersection of agriculture, environment, and economic development, supporting smallholder farmers and rural communities through training, technical services, market linkage, and ecosystem restoration programs.

Our work combines field implementation with knowledge creation — enabling communities not only to improve productivity and incomes, but also to steward land and natural resources sustainably.

Current initiatives include farmer advancement programs, environmental restoration pilots, institutional technical services, and multi-stakeholder collaborations.

To support expanding programs and partnerships, GetCare Foundation is strengthening its professional team to ensure consistent quality delivery and long-term institutional sustainability.

Position Title

Communications & Narrative Manager

Location

Remote/Hybrid (Ghana preferred)

Engagement Type

Part-time / Consultancy-based (initially)

Reports To

Executive Director

Works Closely With

Project Director, MEL Manager, Partnerships Function



Role Summary

The Communications & Narrative Manager leads the development of GetCare Foundation's institutional voice, public positioning, and knowledge communication.

The role translates field activities and evidence into clear, credible, and compelling narratives for partners, donors, and the wider public. The position ensures the organization communicates consistently, professionally, and strategically across all platforms.

Key Responsibilities

Institutional Communications

- Develop and maintain organizational messaging and tone
- Prepare institutional profiles, briefs, and presentations
- Support communication for partnerships and engagements
- Ensure consistency across communication materials

Content & Knowledge Communication

- Translate program activities into readable stories and reports
- Support publication of learning materials and insights
- Work with MEL to communicate impact clearly
- Develop high-quality written materials for different audiences

Visibility & Positioning

- Manage website and professional communication channels
- Coordinate strategic announcements and publications
- Strengthen external perception of the organization
- Support thought leadership positioning

Internal Communication Support

- Help teams communicate activities clearly
- Improve clarity of proposals and concept notes
- Maintain communication templates and standards



Performance Indicators

Success in this role will be assessed by:

- Clear and consistent institutional messaging
- Improved quality of public and partner materials
- Increased professional visibility and credibility
- Strong alignment between evidence and communication

Required Qualifications & Experience

- Degree in Communications, Journalism, Development Studies or related field
- Minimum 3 years experience in professional writing or institutional communications
- Experience writing reports, briefs, or knowledge materials
- Ability to communicate complex ideas clearly

Skills & Competencies

- Strong writing and editing ability
- Structured thinking and clarity
- Audience awareness
- Visual and narrative organization
- Professional tone management

Personal Attributes

We are looking for someone who:

- Thinks in meaning, not just content
- Can simplify complex work without oversimplifying
- Is detail-oriented and quality-driven
- Understands professional credibility



What Success Looks Like in the First 6 Months

- Clear communication standards established
- Improved quality of reports and materials
- Consistent messaging across platforms
- Stronger external perception of the organization

Contract & Compensation

This is a professional engagement with a monthly salary or consultancy fee aligned with time commitment and responsibilities. The role may expand as communication needs grow.

Application Deadline

27th February, 2026

Expected Start Period

Rolling — early qualified applicants may be engaged before the deadline.

How to Apply

Please send the following to: careers@getcarefoundation.org

Subject line: *Communications & Narrative Manager Application – [Your Name]*

1. CV (max 4 pages)
2. One writing sample (report, article, or professional piece)
3. Two professional referees

Selection Process

Only shortlisted candidates will be contacted.

Shortlisted applicants will complete a short writing assessment and interview.

Equal Opportunity

GetCare Foundation is an equal opportunity organization. We value competence, integrity, and commitment to impact.