



Communications and Engagement Coordinator

Organisation: Southern African Faith Communities' Environment Institute (SAFCEI)

Location: Cape Town

The Southern African Faith Communities' Environment Institute (SAFCEI) is a leading multi-faith environmental justice organisation. We support leaders and green champions across Southern Africa to raise awareness, build skills and support communities to take action on eco-justice, sustainable living and climate justice.

We are seeking a creative and organised **Communications and Engagement Coordinator** to amplify our programmes, campaigns, and impact through strategic communications and digital engagement activities across multiple platforms. The successful candidate will develop compelling content, manage social media and website communications and strengthen stakeholder engagement as well as support advocacy campaigns and monitor communication performance to ensure maximum impact.

Key Responsibilities:

- Develop and coordinate communications plans for programmes, campaigns and projects.
- Produce compelling content, including media releases, articles, blogs, success stories, educational materials and campaign resources.
- Design digital communication materials while ensuring consistent branding and messaging.
- Update website content on programmes and project news, events, campaigns and resources.
- Develop monthly content calendars, manage and grow SAFCEI's online communities, engage with followers, and respond to emerging issues and opportunities.
- Capture and curate photographs, videos and stories that demonstrate programme impact across Southern Africa.
- Support communications for campaigns, events, workshops and partnerships.
- Build relationships with media, partners, faith communities and civil society organisations to expand SAFCEI's reach.
- Track communications performance using analytics and reporting tools.
- Produce monthly reports and recommend improvements based on audience engagement and campaign performance.

Ideally you will bring:

- Bachelor's degree or diploma in Communications, Public Relations, Marketing, Journalism, Media Studies, Digital Communications, or a related field.
- 3- 5 years of experience in communications, content, websites, as well as social media with a strong understanding of platform algorithms (Instagram, TikTok, Facebook, LinkedIn, YouTube; Google analytics etc.)
- Experience using G-Suite (Sheets, Docs) and Microsoft Office applications (Excel, Word).
- Good knowledge of and previous experience using CANVA.
- Excellent writing, editing and storytelling skills.
- Excellent time management skills, ability to multitask and meet deadlines
- Basic photography and video editing skills.
- Experience using project management platforms (such as Monday.com or similar).
- An understanding of the NPO sector. In particular an understanding of eco-justice and ethical governance, coupled with a commitment to a multi-faith approach.
- A valid unendorsed driver's license.

Interested?

Send a short note, no more than one page, telling us who you are, detailing why this role interests you. Attach a CV or professional profile together with a portfolio or links to previous



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communications work (writing samples, campaigns, social media, or design work etc. where available). Send to tamzyn@safcei.org.za by **26 August 2026**.

We review applications as they are received and will be in contact with candidates who are shortlisted for the next stage of the recruitment process.