

Science Communications & Media Specialist

Papua New Guinea Institute of Medical Research (PNGIMR)

Assignment title	Science Communications & Media Specialist		
Partner organisation	Papua New Guinea Institute of Medical Research		
Location	Papua New Guinea	Goroka, Eastern Highlands Province	
Type of assignment	In-country Assignment		
Duration of assignment	12 months		
Assignment phases	Phase	Mode	Duration
	1	In-Country	12 months
Proposed start date	04 July 2027		
Website	www.pngimr.org.pg		
Australian organisation:	No AO linked		

ABOUT THE PARTNER ORGANISATION

The Papua New Guinea Institute of Medical Research (PNGIMR) is the country's national public health and medical research institute, established as a statutory body in 1968. Headquartered in Goroka, Eastern Highlands Province, PNGIMR has more than 400 staff working across multiple locations, including Madang, Port Moresby, Maprik (East Sepik), and Kokopo (East New Britain). Executive leadership, administrative teams, and three of the four core research units are based in Goroka.

PNGIMR's mission is to conduct high-quality, evidence-based research into the causes, consequences, prevention, diagnosis, and treatment of major health issues affecting Papua New Guinea. Its research informs government health policies and programs, supports healthcare providers, and contributes to global health knowledge. PNGIMR works closely with the Government of PNG, international research partners, the World Health Organization, and local communities to improve health outcomes nationally and globally.

PNGIMR is guided by a Corporate Plan and a ten-year Research Agenda. Its current priorities include strengthening administrative and research capabilities to support sustainable growth. PNGIMR aims to remain a regional leader in public health and medical research and contribute to improved healthcare delivery through science.

ABOUT THE ASSIGNMENT

As the national public health and medical research institution, PNGIMR is committed to communicating its research and impact to the PNG health sector, communities, researchers, staff and partners nationally and internationally. With four research units, seven sites, around 50 active research projects and

approximately 40 peer-reviewed publications each year, PNGIMR generates a significant volume of research stories and information to share. Its communications include e-newsletters, social media, an annual virtual symposium, media engagement, its website and publications such as annual reports.

PNGIMR has a small Media and Communications team comprising a Multimedia Officer and Communications Officer. With support from a previous Australian Volunteer, the team has strengthened its confidence and skills in producing basic communication materials. The next stage is to build their capability in developing compelling stories about research and scientists, communicating complex information to non-academic audiences, and producing high-quality written, digital, audio and visual content.

The volunteer will work alongside the team to strengthen these skills through mentoring, coaching and practical knowledge transfer. The role offers exposure to diverse research activities and the opportunity to contribute to communicating PNGIMR's research impact within a supportive and collaborative environment.

ASSIGNMENT OBJECTIVES AND PROPOSED ACTIVITIES

The volunteer will work alongside members of PNGIMR's media and communication team to support the below objectives:

Assignment objectives	Proposed activities
In-Country Phase Objective: Strengthening the knowledge, skills and confidence of the Media and Communications team and interested researchers in effective science communication.	- Assess current capabilities and professional development needs and develop a practical skills development plan. - Provide mentoring, coaching and on-the-job support in science writing, storytelling, interviewing and communicating research to non-academic audiences. - Identify sustainable opportunities and networks for ongoing professional development of the Media and Communications team.
In-Country Phase Objective: Strengthening PNGIMR's capacity to develop high-quality and engaging communication products about its research and impact.	- Work with senior management and the Media and Communications team to identify priority audiences, messages and communication needs. - Develop a practical content plan and support the team to produce priority written, digital, image and audio-visual communication products. - Mentor researchers and communication staff to develop compelling and accessible stories about PNGIMR's research and impact.

In-Country Phase Objective: Strengthen the efficiency and consistency of PNGIMR's Media and Communications processes and content production.	• Review current workloads, workflows and content production processes and identify practical opportunities for greater efficiency. • Support the team to trial appropriate work processes, tools and technologies for planning, producing and managing communications. • Develop or refine practical guidelines, templates and checklists for common communication tasks where appropriate.
In-Country Phase Objective: Strengthen PNGIMR's internal resources and capacity to deliver effective science communication training.	• Identify priority science communication training needs and review existing resources, policies, procedures and guidelines. • Develop and deliver practical training activities for PNGIMR staff on communicating research to non-academic audiences. • Build the Media and Communications team's capacity to deliver and maintain relevant training and resources after the volunteer assignment.
Inclusion objective and proposed activity	
The volunteer will work alongside the partner organisation to uphold values of diversity, equity and inclusion. Inclusive approaches will aim to make everyone welcome and support equal access to activities and opportunities regardless of gender, age, disability status or background (eg religion, language, ethnicity and marginalised or vulnerable groups). • The volunteer will work alongside the Media and Communications team and GEDSI and Safeguarding Officer to review communication content and practices, and identify practical ways to strengthen inclusive representation, accessibility and respectful portrayal of diverse groups in PNGIMR's science communication.	

SELECTION CRITERIA

Education and qualifications

Essential	Desirable
• Tertiary qualification in communications, journalism, media, public relations or a related field. • Demonstrated professional training or qualification in writing, communications or media production.	• Tertiary qualification in science communication, health communication or a relevant science discipline. • Formal training or qualification in digital media, multimedia production, photography, graphic design or audio-visual production.

Knowledge and experience

Essential	Desirable
- Strong writing, editing, storytelling and communication skills, with the ability to translate complex research and technical information into clear and engaging content for non-academic audiences. - Experience developing communication products across digital, print and social media, including basic photography, audio-visual or multimedia content. - Ability to coach and build the confidence of researchers and communications staff, work collaboratively with diverse stakeholders, and provide constructive feedback.	- Experience in health, medical, scientific or research communications, particularly communicating research findings and impact to wider audiences. - Experience using digital content, graphic design, photography, video or audio production software and tools.

Following the Program's values on locally led development, this Assignment Description has been developed and negotiated in good faith with the Partner Organisation. The information contained was correct at the time of acceptance of the request. However, while we take responsibility for matters under our direct control, all assignments and arrangements are subject to change. This assignment may be amended or withdrawn to reflect changes in circumstances.

Line Manager: Communications and Information Services Manager

Working relationships: Media & Communication Team

Hours and days of work:

In-country phase

Full time (Mon-Fri, 08:00am-04:00pm)

Leave: All volunteers are entitled to 20 days' leave per 12 months, unless advised otherwise. The same conditions and terms as local colleagues apply, including national holidays.

Work from home: Working from home while on an in-country phase must be in line with usual partner organisation's practices and agreed with the in-country office.

Professional indemnity insurance *(Required for all volunteers who are acting as a medical, allied health or legal professional whilst on assignment):*

No, this assignment is not deemed to require professional indemnity insurance

The volunteer should consult the partner organisation about the need for professional indemnity insurance for the role prior to departure. Where required and/or considered essential to hold this insurance, please discuss this with the Volunteer Services Manager in Melbourne prior to departure.

LIFE AS A VOLUNTEER

The Australian Volunteers Program supports volunteers from preparing to go on assignment through to returning home. For a full breakdown of support provided including assignment allowances, please visit: <https://www.australianvolunteers.com/volunteering/lifestyle-and-support/>

Country context

Learn more about the host country's location by reading the country profile. We encourage candidates to research the specific location of this assignment as it will be discussed and addressed with a recruitment officer during the interview process.

For more information, please visit country links: <https://www.australianvolunteers.com/countries/png> and <https://www.dfat.gov.au/geo/papua-new-guinea>

HOW TO APPLY

All applications must be submitted online through the Australian Volunteers Program website. If you have not already done so, you will need to register on our website prior to applying. For more information about how to apply, please visit: <https://www.australianvolunteers.com/volunteering/how-it-works>

We actively support and encourage people of all backgrounds and abilities to volunteer internationally and aim to make the program as accessible and inclusive as possible. The program has a dedicated Indigenous Programs Coordinator to support Aboriginal and/or Torres Strait Islander volunteers, who can be contacted at indigenouspathways@australianvolunteers.com. Access and inclusion plans are available for volunteers with disabilities, to ensure their assignments and living and working arrangements are made more accessible.

Personal circumstances *(This may not apply for Remote-only assignments; consider discussing with AVP team)*

Due to security, cultural, legal or visa restrictions associated with this location, we ask that applicants disclose the following:

- If they want their same-sex partner to accompany them on assignment.
- If they want their partner, to whom they are not legally married, to accompany them on assignment.
- If they want their child(ren) to accompany them on assignment.
- If they have a criminal conviction where a criminal conviction may be relevant to the inherent requirements of the assignment.