**Communication and Audiovisual Projects Officer**

**Alliance Française de Banjul**

**THE ALLIANCE**

 **The Alliance Française of Banjul, in The Gambia, is a language and cultural center** dedicated to intercultural dialogue, innovation, and creativity. AFB has a long-standing history of serving the Gambian community by offering French language programs and supporting both local and international Francophone cultures. Founded in 1948, the Alliance is one of the oldest non-profit organizations in The Gambia. It is recognized for its commitment to quality education and support for artistic creation.

The Alliance Française of Banjul is committed to:

* Promoting the French language by offering French classes during five annual sessions, followed by exam periods for the DELF certifications;
* Promoting French and Francophone cultures through a variety of cultural and artistic programs within its facilities (theatre, incubator, conference room, etc.);
* Encouraging access to public reading and fostering dialogue in a tolerant environment through its media library;
* Supporting intercultural exchange and entrepreneurship;
* Supporting Gambian culture and artists.

**MISSIONS**

In close collaboration with the management and the different departments (language courses, incubator, culture, media library), the Communication and Audiovisual Projects Officer coordinates and implements all communication-related activities. They work within the Culture & Communication department, alongside a department head, two media librarians, and the Communication and Audiovisual Projects Officer, in collaboration with a team of around twenty people: language department management, executive assistant, Campus France and Francophonie officer, international volunteer from the Embassy, technical team, and French teachers.

The Communication and Audiovisual Projects Officer will be responsible for:

* Defining the communication strategy in coordination with the management;
* Promoting and increasing AFB’s visibility;
* Designing and producing all materials promoting AFB and its programs (flyers, posters, visuals, videos, etc.) in line with the organization’s branding;
* Managing, administering, and developing AFB’s social media accounts: editorial calendar, posting;
* Optimizing the website: SEO, content, structure – updates and modifications;
* Maintaining contact files and mailing lists;
* Planning and managing media and press relations;
* Implementing the monthly film screening program;
* Assisting with the coordination of cultural missions such as artist residencies, cultural programming, and event organization.

**POTENTIAL FOR GROWTH**

Depending on the profile and involvement of the selected candidate, this position may evolve towards broader responsibilities in cultural coordination (programming, partnerships, residencies). In close collaboration with the culture and communication team, the officer may gradually take part in specific projects and move towards a cross-functional communication-culture role.

**Your strengths:**

* Master’s degree in communication and/or cultural management
* Fluency in French and/or English is required; knowledge of a local language is appreciated
* Excellent writing skills
* Proficiency in graphic design software (Adobe Suite, Canva, etc.)
* Initiative, creativity, autonomy, and a proactive attitude
* Strong interpersonal and teamwork skills
* Flexibility and independence
* Previous experience with an Alliance Française or in the French cultural network abroad is a plus

**Our offer:**

* Local contract starting September 15, 2025, renewable after one year
* Full-time (35 hours/week), Monday to Friday (time off in lieu possible for evening work)
* Salary based on profile
* Return flight ticket may be covered
* Holidays: 5 weeks (25 working days per year)
* Position based in Banjul, The Gambia – West Africa

Application deadline: June 26, 2025
Interviews: July 2 and 3 (afternoon)

**Interested?
If this opportunity resonates with you, don’t hesitate to apply! Please send your CV, cover letter, and reference letter by June 26, 2025, addressed to Ms. Justine GUSCHLBAUER, Director of the Alliance Française of Banjul, at the following email address:** **afbanjulcc@gmail.com**