BANQUE D'INVESTISSEMENT ET DE DÉVELOPPEMENT DE LA CEDEAO
ECOWAS BANK FOR INVESTMENT AND DEVELOPMENT
BANCO DE INVESTIMENTO E DE DESENVOLVIMENTO DA CEDEAO

The ECOWAS Bank for Investment and Development (EBID), headquartered in Lomé, Togolese Republic, invites applications from suitably qualified candidates for the internationally recruited position of Communication Officer – English, in accordance with the specifications set out below:

Position	Mission	Qualifications
COMMUNICATION OFFICER - ENGLISH **(Grade P3)**	**Objective** The Communication Officer – English, supports the Head of Communication and External Relations in implementing corporate communication and public relations programmes, promoting the Bank's activities and strengthening its corporate image. The ideal candidate shall be responsible for the English-language component of the Bank's communications, including content development, media relations, external stakeholder engagement and support for brand management. **Key Responsibilities** ▪ Assist in developing and implementing internal and external communication strategies that support the Bank's mandate, strategic priorities and institutional visibility. ▪ Support the implementation of public relations and stakeholder engagement plans to strengthen relationships with partners, member States and other key stakeholders. ▪ Prepare, edit and disseminate communication materials, including newsletters, news bulletins, annual reports, press releases and promotional publications, ensuring accuracy, consistency and timely delivery. ▪ Support media relations, maintain contacts with journalists and media organisations, assist in organising press conferences and media events, and serve as the Bank's secondary spokesperson when designated.	**Qualifications** ▪ Master's degree in a relevant field such as Communication, Institutional Communication, Journalism ▪ Minimum of five (5) years of professional experience, preferably in Communication, Institutional Communication, Journalism or other comparable experience. ▪ Sound knowledge of communication strategies, marketing and branding, digital communication, content creation, stakeholder engagement, event management, crisis communication, market research and analysis, and brand identity and visual communication, with fluency in English

	▪ Support the update of the Bank's website and other digital platforms with relevant content on its activities, initiatives and achievements. ▪ Support internal communication by preparing staff announcements, newsletters and other materials that promote awareness of the Bank's projects and activities. ▪ Promote and maintain the Bank's corporate image through coordinated communication, advertising and marketing initiatives. ▪ Collaborate with departments to gather and verify information, identify communication opportunities and ensure alignment with the Bank's institutional messages. ▪ Assist in planning and coordinating external events, stakeholder engagements and related communication activities. ▪ Monitor the effectiveness of communication and marketing initiatives using key performance indicators, stakeholder feedback and surveys, and recommend adjustments to improve their impact. ▪ Perform other duties assigned by the Head of Communication and External Relations.	

❖ **OTHER REQUIREMENTS**

- Be a national of West African Countries.
- Possess excellent computer skills, particularly in Microsoft Word, Excel, Access and PowerPoint.
- Be proficient in English; knowledge of French and Portuguese will be considered an added advantage.

❖ **APPLICATIONS MUST INCLUDE THE FOLLOWING**

- A detailed curriculum vitae;
- A cover letter;

- Copies of academic and professional certificates;
- A copy of a valid identity card or passport;

Interested candidates must submit their applications by email to recrutbidc@bidc-ebid.org no later than 30th December 2026, using the subject line: 'Application – Communication Officer - English'.

Applications from suitably qualified female candidates are strongly encouraged. Only shortlisted candidates will be contacted.