

WE'RE GROWING!!!

Communications Manager

COVER LETTER, RESUME, and WRITING SAMPLE Required for Consideration

Who We Are . . . We are a cohesive team of determined and dedicated individuals working toward common goals in global health. Determination and perseverance, with a proven ability to get things done, are important to us. We come from diverse personal and academic backgrounds, including advanced science, global health, and liberal arts. We share a strong desire to advance solutions that improve global health and a commitment to the level of work and attention to detail needed to do so. We enjoy working with our team and strive to make our workplace welcoming and supportive.

Who You Are . . .

- Committed to excellence and eager to work hard to see our goals realized through effective storytelling and communications.
- An excellent communicator across channels and targeting various audiences, with strong attention to detail.
- Curious, creative, enterprising, and persistent.
- Self-motivated, energetic, and un-compromising.
- Effective multi-tasker and enjoy managing multiple projects and balancing priorities.
- Enjoy working collaboratively in a team, and strive to support and improve the team.

About BIO Ventures for Global Health:

BIO Ventures for Global Health (BVGH) is a Seattle-based nonprofit organization that connects biotechnology and pharmaceutical companies, governments, and academic/nonprofit institutes to foster innovation ecosystems and health equity in low- and middle-income countries (LMICs). Driven by LMICs' self-defined needs, and working across geographies and therapeutic areas, BVGH programs are expanding access to cancer medicines and technologies; catalyzing research and development (R&D) for infectious diseases; and expanding LMICs' research and clinical trial capacity.

Oncology Programs

Cancer now kills more Africans than malaria. Without intervention, experts predict that by 2035, more than 1 million people in Africa will die from cancer annually. BVGH's [African Access Initiative \(AAI\)](#) aligns companies, African ministries of health and hospital leaders, and academic

and nonprofit organizations to tackle [Africa's cancer crisis](#). Through AAI, BVGH is establishing affordable access to lifesaving oncology medicines and technologies and strengthening African hospitals' capacities to diagnose, treat, and manage cancer patients. Since 2017, more than 3,600 cancer patients and 3,700 healthcare providers have benefited from BVGH's work.

Clinical trials are important tools to drive access to high-quality care. With this in mind, BVGH is positioning African hospitals to participate in and lead cancer clinical trials – and ensure clinical trial diversity, equity, and inclusion. Through AAI and the African Consortium for Cancer Clinical Trials (AC³T), BVGH has trained hundreds of clinician scientists and strengthened research and regulatory systems in Africa.

We currently work in seven African countries: Cameroon, Côte d'Ivoire, Kenya, Lesotho, Nigeria, Rwanda, and Senegal.

Infectious Disease Programs

Infectious diseases—including antimicrobial-resistant infections, diseases of pandemic potential, neglected tropical diseases, malaria, and tuberculosis—cause significant suffering and death in LMICs. More R&D is essential to improve the prevention, diagnosis, and treatment of infectious diseases. Equally essential is the full participation of LMIC scientists in such R&D, as their firsthand experiences make them best suited to lead research programs and ensure product acceptability and accessibility in endemic areas. For over 15 years, BVGH has catalyzed robust infectious disease R&D—including many multinational industry/academic collaborations—and empowered LMIC scientists to advance their own research through capacity building programs. To date, BVGH has built a dynamic infectious disease R&D network spanning 160+ organizations in 45+ countries; coordinated 185+ research collaborations across 15+ infectious diseases; and organized 100+ months of hands-on and virtual R&D training for 26 researchers (46% women) in 12 LMICs.

BVGH will launch a new global infectious disease R&D partnering and capacity building program in 2023 that builds upon our prior successes and incorporates critical improvements to expand impacts for LMICs.

Responsibilities:

The Communications Manager will work across BVGH's oncology and infectious disease programs to:

- Manage BVGH communications, including:
 - Proactively identifying new communications opportunities and stakeholders
 - Independently conceiving, designing, and developing communications materials targeting various audiences
 - Monitoring and reporting on communications uptake
 - Managing and implementing day-to-day communications

- Maintain and grow BVGH's media relationships
- Refine and manage BVGH's social media strategy
- Manage BVGH's website, including updating and creating new pages and content
- Work with the management team to identify opportunities to increase BVGH's visibility among relevant stakeholders
- Collaborate with the team and contribute to BVGH projects

Skills/Qualifications:

- Bachelor's degree in communications, journalism, or a related field or related work experience
- 5+ years of experience in corporate communications, public relations, journalism, or related areas leading impactful communications projects, with a proven track record of running successful communications programs
- 2+ years of experience translating complex, multi-faceted topics into engaging, understandable, and creative stories
- Strong sense of professionalism, initiative, personal responsibility, and accountability
- Excellent written and verbal communication skills, coupled with strong attention to detail
- Experience in website creation and management using WordPress
- Experience in graphic design, a plus
- Proficiency in Adobe Suite (i.e. Adobe Illustrated, Photoshop, and InDesign), Microsoft Office Suite, and WordPress
- Positive, "can do" attitude, and a strong desire to be helpful and work hard to contribute to a successful global health organization
- Ability to work both independently and in a team
- Excellent organizational skills, including ability to multitask and work in a fast-paced environment where priorities can shift rapidly
- Enjoy working in an organization with limited resources where everyone needs to wear all hats and do whatever needs to be done, including taking out the garbage, when necessary

Compensation and Schedule:

- Compensation determined based on experience
- Full-time preferred; part-time will be considered
- Generous paid time off (PTO) for full-time employees: 40 days annual PTO (17 fixed days and 23 flexible days off)
- Excellent health benefits: 100% employer-paid premiums for medical, dental, and vision insurance
- Remote, hybrid, or onsite workplace – you decide what works best for you

Requirements:

- Must be legally able to work in the USA. Visa support will not be provided.

- Washington State and Washington, DC applicants preferred; applicants from other states will be considered on a case-by-case basis at the time of application submission. Relocation assistance will not be provided.

Applications:

Send your resume, cover letter, and a writing sample to [careers\[at\]bvgh.org](mailto:careers@bvgh.org).