

RECRUITMENT NOTICE

POSITION: COMMUNICATION & MARKETING SENIOR BILINGUAL (M/F)

Fluent in both English and French, with excellent written and oral communication skills and a strong command of communication and marketing principles in both Anglophone and Francophone environments.

A key instrument in financing Africa's development, the African Guarantee and Economic Cooperation Fund (FAGACE) has played a significant role over the past 45 years in promoting the economic integration of its nineteen member states, mobilizing more than XOF 4,500 billion through its interventions.

Drawing on its experience, FAGACE recognizes the need to modernize in response to a constantly evolving international environment and Africa's growing need for integration.

As part of its 2026–2030 Strategic Plan, which will guide the institution over the next five years, FAGACE's vision is:

“To position FAGACE as a leading Pan-African institution in structuring and securing financing for sustainable development and Africa's economic integration.”

*In line with this vision, FAGACE is seeking to recruit a highly qualified **Senior Bilingual Communication & Marketing Officer**, who will report directly to the President and assume the following duties and responsibilities.*

Duties and responsabilités :

- Develop and implement a comprehensive communication strategy aligned with FAGACE's vision and institutional priorities;
- Strengthen the institution's positioning and influence as a leading reference in development finance, guarantee mechanisms, and economic integration;
- Prepare and harmonize the President's strategic communication materials (speeches, statements, addresses, briefing notes, etc.);
- Ensure consistency and quality across all internal and external communication outputs;
- Advise the President on public image issues, communication risks, opportunities, and institutional influence;
- Prepare and coordinate the President's public engagements, interviews, and high-level missions;

- Support the enhancement of the President's communication leadership and visibility at regional and international levels;
- Monitor the institution's reputation and external perceptions;
- Anticipate communication risks and manage sensitive or crisis situations;
- Conduct regular monitoring of regional and international developments relevant to FAGACE's mandate;
- Work closely with technical departments to highlight the impact of FAGACE's operations, projects, and financing activities;
- Lead the design and production of major institutional publications (reports, brochures, thematic publications);
- Contribute to strengthening internal communication tools and practices;
- Draft and edit articles, press releases, reports, and institutional newsletters;
- Ensure media coverage of FAGACE events and activities (reporting, interviews, photography, videography);
- Manage and update communication platforms (website, social media, newsletters, etc.);
- Collaborate with media organizations to enhance the institution's visibility;
- Contribute to the design and production of communication materials (flyers, brochures, videos);
- Conduct media monitoring and analyze the institution's public image;
- Perform any other duties assigned by management related to the position.

Profile :

- Hold at least a Master's degree (BAC+5) in Journalism, Communication, Public Relations, International Relations, or a related field;
- Have a minimum of ten (10) years of professional experience in journalism or institutional communication, preferably within an international organization or a recognized agency;
- Experience within a multilateral organization, international institution, or development finance institution is an asset;
- Demonstrated experience supporting senior executives or institutional leaders;
- Be fully bilingual with excellent written and spoken French and English;
- Strong knowledge of digital communication tools and social media platforms;
- Knowledge of audiovisual techniques (photography, videography, editing) is an advantage;
- Demonstrate creativity, initiative, excellent writing skills, and the ability to work under pressure;
- Be a national of one of FAGACE's member states;
- **Be immediately available;**
- Age limit: Maximum 45 years old as of 31 December 2026.

Skills and competencies

- Excellent drafting skills and strong ability to craft strategic messages.
- Sound understanding of African and international landscapes and international communication standards.
- knowledge and understanding of the economic and geopolitical issues of the continent.
- Mastery of digital communication tools and social media platforms.
- Strong analytical skills, political sensitivity, and ability to manage complex and confidential matters.
- Capacity to work under pressure and handle multiple priorities.
- Availability to travel frequently within Africa and internationally.
- Demonstrated integrity,
- discretion, initiative, and creativity.

Duty station: Cotonou, Benin

Type of contract: *Open-ended contract (permanent appointment) with a three (3) month probationary period.*

Application submission and required documents:

Applications must be submitted **by email only** to recruitment@bekolo-partners.com , addressed to the **President of FAGACE**, with the mandatory subject line: **“APPLICATION FOR THE POSITION OF SENIOR BILINGUAL COMMUNICATION & MARKETING OFFICER AT FAGACE.”**

Deadline: 30 June 2026 at 5:00 p.m. (Cotonou time, GMT+1).

Application file must include:

- The application file must include:
- A completed application form (mandatory; downloadable from the Recruitment section of the website www.bekolo-partners.com);
- A signed cover letter addressed to the President of FAGACE;
- A detailed curriculum vitae (including a recent color photograph). The CV must include contact details of previous employers, as well as three (3) professional references with their email addresses and telephone numbers;
- Employment certificates or attestations covering the required years of experience;
- Certified copies of academic degrees and training certificates (where applicable);
- A copy of the national identity card, birth certificate extract, and certificate of nationality;
- A criminal record certificate issued within the last three (3) months.

Important Notes

The complete application must be sent in a single email. Hard-copy applications will not be accepted.

Incomplete, non-compliant, or late applications will not be considered.

Only shortlisted candidates will be contacted for tests.

FAGACE reserves the right not to proceed with this recruitment.