

Position Title: Communications Manager

Location: Georgetown, Guyana

Position Summary

Conservation International Guyana (CI-Guyana) is seeking an experienced and dynamic communications professional to lead the organization's internal and external communications efforts.

Reporting on the impact of conservation and sustainable development initiatives across Guyana, the Communications Manager will develop and implement strategic communications that strengthen organizational visibility, engage key audiences, and inspire action for nature and people. The role leads the development of compelling content and campaigns, media and stakeholder engagement, digital communications, and organizational storytelling while fostering a culture of effective communication across CI-Guyana.

This position offers an exciting opportunity for a strategic, creative, and purpose-driven communicator who is passionate about using communications to advance conservation, sustainable development, and positive change.

Key Responsibilities

As Communications Manager, you will shape and amplify CI-Guyana's voice, helping to build awareness, influence, and engagement around some of Guyana's most important conservation and sustainable development priorities.

You will:

- **Lead CI-Guyana's communications strategy**, ensuring communications initiatives align with organizational priorities and deliver measurable impact.
- **Develop and oversee high-quality content and campaigns** across digital, print, multimedia, and traditional media platforms to showcase conservation successes and inspire action.
- **Strengthen relationships with media, partners, and Conservation International's global network** to expand visibility, enhance collaboration, and amplify organizational impact.
- **Drive public engagement and thought leadership initiatives**, creating opportunities for meaningful dialogue on conservation, climate, and sustainable development.
- **Oversee CI-Guyana's digital presence**, ensuring websites and social media platforms remain engaging, relevant, and aligned with institutional standards.
- **Lead the production of flagship communications products**, including annual impact reports and other high-profile publications.
- **Strengthen internal communications and knowledge sharing**, connecting local accomplishments with national, regional, and global audiences.

- **Guide the development and management of visual and communications assets** that support storytelling, advocacy, reporting, and organizational learning.
- **Manage, mentor, and develop communications staff**, while strengthening communications capacity across the organization.

Qualifications and Experience

We are seeking a communications professional with a strong track record in strategic communications, stakeholder engagement, and content development.

Candidates should have:

- A bachelor's degree in Communications, Journalism, Marketing, Natural Resources Management, or a related field, with at least four (4) years of relevant professional experience; or a diploma in a related field with at least six (6) years of relevant experience.
- Demonstrated experience developing and delivering communications strategies, campaigns, and content across multiple platforms and audiences.
- Excellent written, verbal, and interpersonal communication skills.
- Strong organizational, project management, and time-management abilities, with the capacity to manage multiple priorities and deadlines.
- Experience building effective relationships with colleagues, partners, media representatives, and other stakeholders.
- Proficiency in Microsoft Office and familiarity with communications, multimedia, design, or audio-visual production tools.
- Experience producing communications materials across a variety of media formats.
- Ability to work effectively and collaboratively in diverse, multidisciplinary teams.
- Fluency in English.
- Additional language skills, particularly Spanish and/or Portuguese, are an asset.
- Experience with photography, videography, or visual storytelling techniques is desirable.

The Ideal Candidate

The successful candidate will be:

- A strategic and creative communicator who can translate complex ideas into compelling stories and messages.
- Passionate about nature conservation, sustainable development, and creating positive impact through communications.

- Innovative, adaptable, and comfortable working in dynamic and evolving environments.
- A collaborative professional who values inclusion and builds strong relationships across cultures, sectors, and disciplines.
- Equally effective at developing strategic direction and delivering high-quality execution.
- A proactive self-starter with excellent judgment, strong relationship-management skills, and a commitment to continuous learning and growth.

Working Conditions

- The position is based in Georgetown or Lethem, Guyana.
- Travel within Guyana is required, including occasional work in remote field locations.
- Flexible working hours may be required to support events, outreach activities, and field assignments.
- Occasional international travel may be required.

How to Apply

Applications, including a cover letter, curriculum vitae, and the names of three (3) professional references, should be submitted by **11:59 PM on August 24, 2026**.

Email: applicationscig@conservation.org

Postal:

Human Resources Manager,

Conservation International Foundation Guyana Inc.

98 Laluni Street, Queenstown, Georgetown.

Georgetown, Guyana