

TOR for Awareness Creation and Capacity Building Officer - 1 Post

Job Description
<ul style="list-style-type: none">i. Organize & conduct awareness creation programsii. Identify the target areas to conduct awareness programmesiii. Prepare awareness creation materials (Leaflets, booklets, posters, interactive CDs. Commercials, Videos)iv. Publish quarterly the news bulletin of the divisionv. Writing Ozone related articles and news items to magazines and other publicationsvi. Extension activities such as distributing leaflets, booklets and other publications.vii. Data reporting on awareness creations activities to Ozone actionviii. Co-coordinating special events for International Ozone Day (IOD) & writing reports periodically to relevant reporting agenciesix. Maintain the library of the divisionx. Any other matters deemed to be necessary