

Job Positions for Reform Implementation Support Unit at Supreme Court of Pakistan

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2. Change Management and Communication Specialist:

- (a) Lead the RIS change management and communication activities.
- (b) Support communication with all authorities and stake-holders in developing and / or implementing (as the case may be) a multiyear strategic plan, and the follow-up annual work plans.
- (c) Liaise and communicate with respective authorities of the Supreme Court of Pakistan (SCP) and other authorities in the provinces/ regions as well as stakeholders.
- (d) Coordinate communication around the preparation of the Annual Action Plan by the respective authorities, ensuring that a consistent format is applied.
- (e) Collate the Annual Action Plans for review by the approving authorities and prepare the consolidated Annual Performance Report and, on its approval by the authorities, arrange publication.
- (f) Provide communications and secretarial services to the authorities for the implementation of the strategic plan.
- (g) Identify resources (budget) required for the communications and change management for inclusion in the RIS budget.
- (h) Prepare monthly progress reports for publication in the media (including social media), as per the direction of the authorities.
- (i) Ensure continuation communication and coordinating and engage stakeholders, including the judiciary, Bar, court staff, and the public, thereby reinforcing transparency and inclusivity in the reform process.
- (j) Facilitate public input and feedback on the draft reform plan, ensuring that the judiciary remains responsive to societal needs and expectations.
- (k) Collaborating with the reform working groups, approving authorities, and key stakeholders.
- (l) Translate the reform ideas into clear and impactful messages to all key stakeholders, both internal and external.
- (m) Create content materials about the reforms and submit for approval by the authorities.
- (n) Engaging with key communications stakeholders and facilitating.
- (o) Other related tasks as the reform activity and approving authorities may require.

Qualification & Experience:

- Master's degree in Communications and/ or a directly related subject in Communications.
- At least three (3) years of experience in communications, designing and implementing media and communication campaign.
- At least three (2) years experience in the use of social media for public communication.
- Proven record in developing and implementing successful communications strategies
- Strong project management and organizational skills
- Work experience with the public sector in Pakistan is a plus.
- Work experience with the international development partners is a plus.
- Excellent written and verbal communication skills