

## **About PEEDA**

People, Energy and Environment Development Association (PEEDA) is an NGO established in 1997 for the enhancement of the renewable energy sector in Nepal. PEEDA aims to mobilize local as well as external resources to harness indigenous resources of the country thereby promoting poverty alleviation activities. The objective of the organization is to improve the livelihoods of communities, particularly the poor, by communal utilization of renewable energy resources while ensuring due care for the environment.

PEEDA is active in the field of renewable energy and the environment for more than 20 years to enhance socio-economic development through research and implementation activities. PEEDA is a respected, well-known, and influential NGO working in the energy sector with excellent links and partnerships with the wider industry. PEEDA's working area includes all the districts within Nepal, but especially the rural areas targeting the community people-particularly the poor people.

## **Job Position: Project Officer- Content Creator (Full Time)**

### **Job Overview**

PEEDA has been working on the research to explore the opportunity of promoting electric cooking in the community powered by Micro Hydro Power and the National Electricity Grid. At present, it is assessing the suitability of Electric Pressure Cooker in the Nepalese Kitchen. This project is being implemented in Solukhumbu district with a community powered by Micro-hydro and South Lalitpur with a community powered by the national electricity grid. To support their field implementation PEEDA is looking for various talents to be part of their team. Project Officer-Content Creator is expected to strengthen the communication and media works. Design and development of the e-cook book of Nepali cuisine and production of video clips for public awareness and training. S/he needs to be dynamic and capable to convey complex technical concepts in a clear and precise manner.

### **Key Responsibilities**

- Develop a media outreach plan to identify and build relations with a network of traditional and specialized media and maintain good relations to increase PEEDA's media profile.
- Design and development of Nepali cuisine e-cook books
- Support on market assessment of electric cooking technologies and market research studies that provide detailed data and analysis on potential markets for electric cookstoves
- Coordination, promotion, and marketing of electric cooking technologies to create public awareness

- Develops and write content for reports, blogs, website, and social media to communicate about the PEEDA project activities to multiple audiences
- Assisting the project coordinator and team leader in his management and technical tasks
- Ability to travel to project site / rural areas of Nepal
- Performs other duties and tasks as assigned by the team leader

### **Skills and Experience**

- At least a Bachelor's Degree in any field with good knowledge of videography, graphic designing, and content writing
- 2 years of professional experience in design and development of multimedia (preferred)
- Effective in communication-related tasks such as presentations, organizational facilitation of the meeting, reporting etc.
- Strong written and verbal communication skills in English and Nepali.
- Ability to work in a team and independently
- Good knowledge and experience in audio/ video editing tools and multimedia software
- Good organizational and analytical skills and ability to work under pressure with minimal supervision

### **Term**

- 10 Months, With Possibilities of Extension