





Apalis Nature Ltd.
P.O BOX 26 – 80300,
Voi, Kenya.

 +254 796 062 316

 info@palisnature.org

Date: 21st Jan, 2026

Position: Communications Officer Volunteer

Location: Mwatate, Taita Taveta County

Shortlisting and Interview: On rolling basis

Contract Duration: One year renewable depending on performance and availability of funds.

About Us

At Apalis Nature Limited, we are committed to fostering a thriving and resilient natural environment across Kenya. Our mission is to advance climate and biodiversity action through innovative, nature-based solutions that contribute to global sustainability. We work closely with local communities, government agencies, and diverse stakeholders to protect endangered species, restore critical habitats, and support sustainable livelihoods. Through collaboration and innovation, we aim to deliver lasting positive impact for both people and the planet.

About the Role

Apalis Nature Ltd is seeking a passionate Communications Officer (Volunteer) to support the effective implementation and strategic visibility of our nature-based climate initiatives and community livelihoods. The Officer will help amplify our work through storytelling, digital content, and stakeholder engagement, ensuring that project insights, data-driven outcomes, and adaptive management approaches are communicated effectively to diverse audiences. The volunteer will play a key role in strengthening Apalis Nature Ltd's public presence, supporting awareness, partnerships, and resource mobilization for all our initiatives.

Roles and Responsibilities

- Update the website and social media platforms with events, news items, publications, blog posts, and other content as required.
- Work closely with the Communications Lead to develop and maintain weekly and monthly social media content calendars.
- Manage daily social media activities, including the creation of well-written, compelling written and visual content for platforms such as X (Twitter), Facebook, Instagram, LinkedIn, YouTube, and emerging channels.
- Identify opportunities for collaborative content (e.g., partner publications) and amplify them across our social media platforms.
- Monitor social media channels daily to identify engagement opportunities and respond appropriately.
- Compile, analyse, and report on communications metrics, and provide recommendations to improve content reach, engagement, and performance.
- Support the planning, preparation, and communication of events coverage and conferences, including hosting or supporting live engagements such as X (Twitter) Spaces etc.
- Design the layout and visual elements of the quarterly newsletter and coordinate its distribution to stakeholders using Mailchimp or other email marketing platforms.
- Design and develop visual assets for communications materials, including publications, social media graphics, postcards, roll-ups, and other promotional materials.

- Collaborate with the communications team to produce visually appealing and informative graphics that highlight project activities and partner-generated content.
- Ensure all communication and design outputs adhere strictly to organization's branding guidelines, communication strategy and visual identity standards.
- Provide creative input and suggestions to enhance the overall look, feel, and effectiveness of the website, newsletters, and communication materials.
- Revise and refine designs and content based on feedback from the communications team and relevant stakeholders.

Academic Qualification

Bachelor's degree in media and communication, Journalism, Public Relations, or a related field.

Skills and Competencies

- Excellent written and verbal communication skills (in English).
- A good understanding of web, digital and social media management.
- Competent photography skills.
- Content-creating, editorial and storytelling skills.
- Knowledge of layouts, graphic fundamentals, typography, print, and web.
- Proficiency in programs such as WordPress, Canva, Adobe Suite (Photoshop, InDesign, Illustrator) and Webflow or any other relevant programs.
- Collaborative team player.

Application process

Please send your strong cover letter, testimonials and where applicable stating/attaching your previous work with links and resume to: hr@apalisnature.org on or before **6th February 2026**.

Note: Apalis Nature Ltd. is an equal-opportunity employer!



Apalis Nature