

Job advertisement for a program officer.

JOB DESCRIPTION PROGRAM OFFICER



Institute for Social Transformation

Institute for Social Transformation (IST) is a Non-Governmental Organization that promotes justice and inclusive approaches to development in Eastern Africa. IST's thematic focuses are transformational leadership and learning, gender relations and economic empowerment. The Institute does training of individuals, institutions, and communities to enable them to initiate, and sustain change processes. Local knowledge and experience on the root causes of poverty, gender inequality and poor leadership play a key role in providing information on actions to be undertaken. Our work is based on the philosophy of Paulo Freire. The essence of the approach centers on the ability of groups and individuals to read their reality from the perspective of the root causes of their problems and then to take control to change their lives for the better.

VISION: A world where women and men value and enjoy socio-economic justice.

MISSION: To develop leaders who champion gender justice through capacity building

VALUES: Integrity, innovation, Equality, Teamwork, and professionalism.

To this effect IST with support from UN Women seeks to recruit a Program Officer to support implementation of program towards promoting women's rights aimed at creating rights awareness, leadership capacity building, and economic empowerment.

Position Title: Program Officer

Duty Station: Kampala with frequent travels to other Districts of operation

Report to: Executive Director

Status: Full Time (two years contract with possible extension)

The Program Officer will be part of a highly efficient and motivated team. By virtue of this position the officer will be involved in program development, co-ordination of capacity and movement building initiatives, strategic workshops and consultations; resource development, maintaining and building partnerships particularly with women's rights and peace activists.

The staff member will perform the following duties:

- Conduct capacity building trainings for women and other stakeholders, community sensitization outreaches, and media engagements
- Research and contribute to the quarterly e-news letter publication
- Contribute to documentation
- Strengthen and support community structures of rights champions to mobilize the community to prevent VAW, and support survivors

- Initiate and provide support to economic, social enterprises to generate income for rights champions
- Produce regular progress reports and analysis of activities as required
- Strengthen networking with key local government, CSOs, Media, Police, women groups, religious and cultural institutions and other relevant stakeholders
- Contribute to resource mobilization efforts
- Provide accountability for funds disbursed for program activities at all times
- Contribute to the overall health and growth of the organization
- Other tasks as assigned by the Executive Director

Qualifications and experience required

- Bachelors degree in Social Sciences, Development studies, Gender Studies, Development Economics
- Three to five years experience is required with content expertise in women's rights, leadership development and economic empowerment.
- Knowledge and experience of Training for transformation, and GALS methodology preferred.
- Strong interpersonal and collaboration skills; proven ability to be flexible in a team oriented approach with diverse groups of people
- Strong written and oral communication skills
- Strong analytic and problem solving skills
- Knowledge of program evaluation and communicating impact
- Excellent planning, organizational, multitask and time management skills
- Ability to contribute to resource mobilization efforts

Interested participants, send your application addressed to the Executive Director with a clear reference to Job Application for Program Officer to the email: isocialtransformation32@gmail.com, info@ist-tft.org

Deadline for application is Friday, February 3rd 2017 at 5:00pm.

Only shortlisted candidates shall be contacted.