



UGANDA RED CROSS SOCIETY (URCS)

VACANCY ANNOUNCEMENTS

Uganda Red Cross Society (URCS) is the leading National Humanitarian Organization in Uganda and a member of the International Red Cross and Red Crescent Movement.

Applications from suitable persons to be considered for appointment in the outlined positions are hereby invited. All applicants should adhere to the Red Cross Principles. URCS is an equal opportunities employer mindful of gender balance in its establishment.

Full job descriptions and application forms can be viewed and downloaded from the jobs section of our website at <https://www.redcrossug.org>

Please send your filled application form and attach your academic transcripts and certificates. The filled application forms and academic transcripts and certificates can be e-mailed to: vacancies@redcrossug.org or hand delivered, and or by post to:

**The Secretary General,
Uganda Red Cross Society,
Plot 551/555 Rubaga Road,
P.O. Box 494,
Kampala, Uganda.
Email; vacancies@redcrossug.org**

Closing date for receipt of the applications is Monday 6th April 2020 by 5:00 p.m.

Due to large volumes of applications, only short listed candidates shall be contacted. Canvassing shall lead to automatic disqualification.

Title: Project Manager - IARP (1 Position)
Grade: UR 4
Reports: NLRC Country Representative for the IARP Project and Secretary General for the mobilization for Grants acquisition
Location: Head quarters
Duration: 1 year with possibility of renewal
Date: March 2020

Rationale

The Netherlands Red Cross (NLRC) has been working with URCS in Uganda since 2003 on a shared vision of alleviating and preventing human suffering which was further reaffirmed in the ongoing joint partnership agreement arrangements.

Job Purpose:

The role of the Project Manager for the Innovative Approaches in Response Preparedness Project (IARP) will be to provide overall technical and programmatic oversight to the IARP Project and coordinate scanning for Grants in support of URCS programmatic funding.

Title: Finance & Compliance Manager (1 Position) – Re-advertised
Grade: UR 4
Reports: Technically to the Director Finance and Administratively to the German Red Cross Regional Finance Coordinator
Location: Head quarters
Duration: One (1) Year with possibility of renewal
Date: March 2020

Job Purpose:

The Finance & Compliance Manager will be responsible for provision of financial and compliance services to the German Red Cross (GRC) Regional Office based in Kampala.

Title: Finance Officer (1 position)
Grade: UR 5
Reports to: Finance Manager
Location: Head quarters
Duration: 1 year with possibility of renewal
Date: March 2020

Job Purpose:

The role of the Finance Officer will be to ensure quality and timely reporting of project funds as well as accountability for the funds disbursed to staff, ensuring compliance to the appropriate principles and procedures.

Title: Finance Officer (1 position)
Grade: UR 5
Reports to: Finance Manager
Location: Arua
Duration: 1 year with possibility of renewal
Date: March 2020

Job Purpose:

The role of the Finance Officer will be to ensure quality and timely reporting of project funds as well as accountability for the funds

disbursed to staff, ensuring compliance to the appropriate principles and procedures

Title: Public Health Officer (1 position)
Grade: UR 5
Reports: Director Health and Social Services
Location: Arua
Duration: 1 year with possibility of renewal
Date: March 2020

Job Purpose:

The Public Health Officer is responsible for effective and efficient health project implementation, monitoring and reporting accordingly seeking to maximize intervention with sectoral interventions including health, hygiene promotion, interventions psychosocial support, SGBV and nutrition to build sustainable community capacity and strengthen community resilience among refugee and host communities. The public Health Officer works in collaboration with a wide range of stakeholders to influence the delivery of high quality interventions.

Title: Planning Monitoring Evaluation & Documentation Officer (1 position)
Grade: UR 5
Reports: Coordinator- Performance Monitoring Evaluation & Reporting
Location: Moyo
Duration: 9 months with possibility of renewal
Date: March 2020

Job Purpose:

Under the general direction and supervision of the PMER coordinator and URCS Project officer, and in close collaboration with the Germany Red Cross (GRC) Project Delegate, M&E officer will support the WASH Palorinya and INFLWAHE projects in all matters related to Monitoring, Evaluation, Reporting and Learning.

This includes regular monitoring visits to the project areas, as well as collection, consolidation and analysis of field monitoring data with respect to the M&E plan and log frame outcome and output indicators and activities. In addition, M&E officer will be responsible for the preparation of monitoring reports as well as quarterly and interim narrative reports required by the WASH Palorinya and INFLWAHE teams.

S/he will be actively involved in the planning, implementation and coordination of internal and external monitoring and evaluation activities including the end line survey.

Title: WASH Project Focal Person (1 Position)
Grade: UR 7
Reports: WASH Project Engineer
Location: Yumbe
Duration: TBD
Date: March 2020

Job Purpose:

The WASH Focal Person shall be responsible for direct implementation of the proposed project activities in the project location as part of a large WASH program.

The position holder with support from the URCS WASH Project Engineer, Coordinator, Austrian Red Cross WASH Delegates and key relevant external stakeholders will be required to implement the proposed set of activities for improved WASH services delivery within the refugee settlement camps and host communities of Yumbe District.

Title: Monitoring and Evaluation Assistant (1 position)
Grade: UR 7
Reports to: Operations Manager
Location: Kyaka II
Duration: 5 months with possibility of renewal
Date: March 2020

Job Purpose:

The role of the Monitoring and Evaluation will be to help URCS strengthen its monitoring and evaluation systems and practices and generate evidence based feedback for project planning and policy formulation.

Title: Call Centre Operator Assistant (6 positions)
Grade: UR 7
Reports: Program Manager
Location: Head quarters
Duration: 4 months with possibility of extension
Date: March 2020

Job Purpose:

The role of the Call Centre Operator Assistant is to quickly and accurately process calls for ambulatory/Emergency Health Care Services so that an appropriate response can be provided as effectively as possible.