



VACANCIES

Pathfinder International has been awarded a five-year Family Planning Activity (FPA) by the US Agency for International Development (USAID). As a lead implementing agency, Pathfinder International with partners will play a catalytic role in increasing access to modern contraception and reducing the unmet need for voluntary family planning services in Uganda.

The FPA's three Intermediate Result areas (IRs) are; Uganda leadership and coordination strengthened to support FPA; Positive social norms and behaviors enhanced to improve healthy timing and spacing of pregnancies; and access to quality FP increased! will be implemented in 11 districts with three cluster offices in Masindi covering Kiryandongo, Bulissa and Kyankwazi; Fortportal cluster covering Kyegegwa, Kyenjojo, Kibale, Ntoroko, and Bundibugyo; Masaka Cluster covering Gomba and Rakai districts with head office in Kampala overseeing all but covering Butambala.

We are currently seeking highly motivated individuals in the following areas;

Social Behaviour Change Communications Manager

Key accountabilities: The Social Behavior Change Communication (SBCC) Manager will provide technical assistance in planning, implementing and evaluating communication campaigns to increase the uptake of Family Planning services in families, women and young adults. S/he will also assist in training and coaching to enhance knowledge and skills on BCC for demand reduction, coordination among partner organizations and knowledge sharing. The SBCC Manager will work under the direct supervision of Pathfinder's Objective 1 Lead/Senior SBCC Manager of the USAID Family Planning Project.

Human Resources Manager

Key accountabilities: The position holder will advise on; and implement the full range of human resources strategies necessary to enhance the organization's performance through its people. S/he will work closely with the Senior Management Team and the human

resources team at the HQ in giving support and guidance on systems and procedures in the human resources function; anticipating; planning for and resolving diverse/specialist challenges within program parameters while providing leadership on HR issues.

Communications Officer

Key accountabilities: The purpose of this position is to provide support to the communication function for the FPA project as well as to the Pathfinder Uganda office. This will include enforcing branding and marking guidelines, development, and production of communication materials like photography, videography and support during project and Pathfinder Uganda Country Office events. Additionally, the position holder will be expected to work with the communications assistant to identify, research and develop high quality success stories which will be used by donors, Pathfinder Uganda and project staff to produce a quarterly e-Newsletter amongst other communication materials.

Compliance Officer

Key accountabilities: The Compliance Officer will develop and implement Pathfinder's organizational compliance program. S/he will conduct periodic risk assessments and develops risk management and mitigation plans to ensure compliance with applicable US and international laws and regulations; governmental and non-governmental donor requirements; as well as Pathfinder International policies, procedures and standards of conduct. S/he will develop and implement a compliance training program. Provides guidance on best practices for the development of policies and procedures and maintains Pathfinder's library of policies and procedures. The Compliance Officer will work with senior leadership to enhance the organization's focus on compliance and to integrate compliance into organizational processes.

Monitoring, Evaluation & learning (MEL) Officer

Key accountabilities: The M&E Officer will provide technical support and guidance on reporting tools, data management processes, analysis and interpretation to local IPs to meet program requirements. S/he will be involved in the implementation of Monitoring and Evaluation work plans and ensure all programmatic activities are undertaken timely. S/he will work closely with Data Teams and Facility, and District Teams to oversee quality in data collection, cleaning and entry of community and health facility data to project databases and ensure that the project data is fully compliant with all USAID reporting requirements for DATIM, Electronic Medical Records (EMRs) and Site Improvement Monitoring System (SIMS) while providing support to facilities, sub districts and districts in ensuring quality data is keyed into the GOU DHIS2 system and well used.

Administration Assistant

Key accountabilities: The Admin Asst. will provide administration support to the program and Administration teams, represent pathfinder image to the visitors and guide them appropriately, manage the front desk, manage office stores, support in procurement and filing/documentation of related paper work, manage mails and cluster switchboard; and support various events for pathfinder. S/he will be responsible for the general cleanliness and hygiene of the office through close supervision of the office assistant. S/he will be the face and image of the organization to visitors and partners.

Candidates who meet the above requirements should send their cover letter indicating the job title for the position they are applying for addressed to the Chief of Party and a detailed CV indicating current and expected salary, telephone contacts and three of the most recent referees; preferably supervisors to ugandajobs@pathfinder.org. For full job descriptions click on the link: <https://pathfinderinternational.applytojob.com/apply>

Closing date for receiving all applications will be **4th April 2020**. Only short listed candidates will be contacted.

Pathfinder International is an equal opportunity employer with zero tolerance to corruption.