



## **NATIONAL UNION OF DISABLED PERSONS OF UGANDA (NUDIPU)**

### **Organization Background**

The National Union of Disabled Persons of Uganda (NUDIPU) is an umbrella organization promoting the rights of Persons with disabilities in Uganda with the vision of having “A Just and Fair Society where Persons with Disabilities live a Prosperous and Dignified life”. We exist to advocate for the rights of Persons with Disabilities in a unified voice for improved livelihoods. NUDIPU seeks to recruit competent Ugandans to fill the following positions:

**Job Title:** Programme Assistant- CHANCE2 PROJECT

**Number of Positions:** one

**Reports to:** Programme Officer

**Duty station:** Terego district

### **Job Purpose**

The programme Assistant will be responsible for the planning and field coordination of project activities with internal and external stakeholders, implement, facilitate and follow-up project activities in accordance with project implementation plans.

### **Main Tasks and Responsibilities**

- 1. Project planning and field coordination of project activities with internal and external stakeholders.**
  - Support in the planning and development of project activities.
  - Develop daily, weekly, and monthly, budgets and concept notes for activity implementation and report writing.
  - Support in conducting training to partners on inclusion of persons with disabilities in service delivery.
  - Identify children with disabilities and developmental delays from the communities and refer them to the available services including rehabilitation and education-ECDs
  - Provide supervision and mentorship to field champions and Ambassadors on nurturing care.
  - Implement field activities in collaboration with other consortium partners respecting the referral pathway.
  - Mobilise Persons with disabilities to participate in NUDIPU, and related project activities while putting gender into consideration.



- Participate in the data collection and MEAL activities of the project and comply with the organization's standards and the regulatory framework.
- Participate in the stakeholder's engagement meetings with partners at the district and communities.
- Conduct advocacy meetings with community leaders, caregivers, and men to raise awareness on the right of children with disability in the three locations Omugo, Ofua, and Imvepi.

## **2. External engagements and collaboration**

- Build and nurture strategic partnerships, networks and coalitions with the District and private sector to lobby and influence of rights of children with disabilities
- Participate in District human rights Advocacy networks and forums among others.
- Document and publish evidence of the impact on children with disabilities in the district.
- Contribute to the development of fundable proposals on the inclusion of persons with disabilities.
- Establish and strengthen partnerships and collaboration for effective disability inclusion at all levels including strategies for programming and coordination

## **Education and experience**

### **Education**

Minimum of a bachelor's degree in development studies, social work and social administration Social Science, Community Based Rehabilitation, or any other related discipline.

A postgraduate diploma in project planning and management or monitoring and evaluation is an added advantage.

### **Technical and interpersonal skills**

- Community development, Livelihood empowerment, Training and research skills, Administrative and coordination skills and motivational skills
- Knowledge of disability issues.
- Comfortable working in multi-cultural settings and the ability to work calmly under pressure.
- Effective interpersonal skills to work with colleagues, partners, stakeholders.



### **Industry experience**

At least 2 year's experience in NGO in refugee contact or community development work, community mobilization and child protection programming.

**Candidates should be able to stay and work in the district selected.**

**Fluent in the local language is an added advantage.**

**Candidates should not be above 35 years of age.**

### **How to apply:**

Qualified candidates should submit their applications, copies of academic transcripts and detailed CVs including contact addresses of three referees in one PDF document to e-mail: [info@nudipu.org](mailto:info@nudipu.org) not later than 5:00 pm on 19<sup>th</sup> April 2024 addressed to the Human Resource and Administration Officer.

For detailed information, please visit our website at: [www.nudipu.org](http://www.nudipu.org).

***Note: Only Persons with Disabilities are highly encouraged to apply. Please indicate your disability category for purposes of reasonable accommodation.***