

Project Officer – MHM (Advocacy, Stigma and Education) – May 2019

Back ground:

Our vision is **an Africa where every child has equal access to education**, as we believe education is the key to overcoming poverty. Known for our holistic approach, we have worked with primary and nursery schools in Uganda, Zambia & South Sudan since 2005 – to allow every child to fulfil their potential.

We don't just build infrastructure, we empower whole communities – pupils, teachers and parents – to transform government-run and parent-run schools into thriving learning environments that build brighter, better futures.

Job Description:

This document is intended to provide an outline of the key tasks and responsibilities of the post holder. It is not an exhaustive list and the post holder will be expected to carry out other duties relevant to the post, as required.

Job Title: Project Officer- MHM (Advocacy, Stigma and Education)

Reports to: Country Director

Responsible for: Programme Assistant- MHM

Location: Amuru District with frequent travel to other AR project locations (including Gulu HQ)

Duration: 12 months only from 01.07.2019. There will be a 3-month probationary period for this role.

Job Summary: The Project Officer -MHM is responsible for the implementation of all the components of the MHM programme to ensure effective and efficient implementation of activities associated with the programme. He/she will provide technical support in implementation, monitoring and evaluation of Menstrual health, hygiene and sanitation programs, behavioral change methodologies (e.g. Participatory hygiene and Sanitation Transformation – PHAST; Child hygiene and Sanitation Training – CHAST; Community-led Total Sanitation- CLTS) and MHM promotion campaigns within ARU's areas of operation

African Revival employees must observe our mission and core values, along with demonstrating a quality and passion for education.

Tasks & Responsibilities:

Responsibilities:

1. Programme Implementation:

- Lead and implement the advocacy, stigma and Education components of the project in close coordination with partners and stakeholders.

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- Work with ARU's Hygiene and Sanitation Officer to identify and map potential local partners, and beneficiaries.
- Development of concept papers, proposal writing, engage in negotiation with potential donors and building capacity to AR staff on appropriate MHM and sanitation packages.
- Coordinate with School Administrations and relevant parent Committees to ensure MHM integrations into planning & execution.
- Develop MHM promotional topics, hygiene sessions and IEC materials Provide technical support in preparation of divisional strategies, annual operational plan and budget.
- Work with the District Departments and Hygiene and Sanitation clusters at community/school levels in identifying, mobilizing and sensitizing target communities for MHM and sanitation promotion
- Create linkages between the communities and the project, the local government, media houses and the target communities in MHM promotion.
- Build and maintain good relationships with, local authorities, partners and relevant stakeholders and provided progress updates throughout the project cycles.
- Participate in preparing monthly/quarterly/annual highlights/ reports and proposals and budgets for donors.
- Ensure the integration of gender, child protection, HIV, environment and other crosscutting issues to the design, implementation and development of sanitation & Hygiene activities, and ensure that activities account for the needs of specific groups and individuals, especially children, the elderly and disabled.
- Lead programme advocacy and external representation on issues relating to health education and sanitation, with input from our existing girls and Sanitation Programme.
- Work with media/ digital houses in the design, development and promotion of local language MHM materials
- Plan three events at key schools in the Amuru District for Menstrual Hygiene Day (28th May 2020) and ensure appropriate representation from local leaders and other stakeholders

2. Monitoring, Evaluation, Accountability and Learning:

- Develop and support the use of appropriate M&E, centralized data collection systems, program management system and operational tools for Country operations
- Develop and implement internal mechanisms for institutional learning, quality control mechanisms, and programmatic integration
- Maintain special focus on a coherent M&E and reporting system, enhancing staff M&E capacities, documenting project processes, experiences and lessons learned; disseminating findings from experience; and sharing AR's project information in relevant Platforms.

Competencies:

Qualifications, knowledge and experience

- Bachelor's degree in relevant technical discipline and/or qualifications in health hygiene promotion, Public health, Social Work and Social Administration; development studies or social sciences, or related field
- A training in M&E /Project Planning and Management is a bonus
- At least 3 years' experience in implementing health promotion and/or MHM projects
- Sound understanding of a community development approach to MHM, and sanitation promotion project work
- A sound understanding of financial control procedures, and experience of developing and monitoring budgets
- Experience in undertaking participatory appraisal and monitoring and evaluation
- Experience of training design, delivery and facilitation
- An understanding of and commitment to social justice and community development
- Experience of mentoring and building the capacity of communities and partners is desirable

Professional attributes

- Sound report writing skills
- Strong verbal communication skills in English and Luo
- Good organisational and project management skills
- Working knowledge of proposal writing and negotiation skills
- Computer literacy in Microsoft Word and Excel
- Good presentation skills and ability to communicate to varied audiences, including those with limited literacy

Personal attributes

- Ability to work autonomously and as a member of a team
- Must be a result - oriented person, able to stand above community diversities.
- Ability to plan own work, set priorities and manage time effectively
- Ability to work under pressure and to deadlines
- Patience and tolerance for other perspectives
- Flexibility, adaptability and willingness to take on tasks and learn to apply new health and hygiene methodologies in Community/Schools settings
- Ability to quickly understand local cultural and customary norms
- A commitment to African Revival's values
- Ability to ride a motorbike
- Perform other duties as required

Essential skills/Experience:

- Valid motorbike riding permit is essential.

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- Knowledge of Acholi sub region desirable, willing to reside in the project location, and ready to travel to the sites for supervision regularly.
- Fluency in spoken and written English and Luo.

How to Apply:

Send applications and attachments to:

Email: recruitment_ug@africanrevival.org

Hard copies will not be considered.

Deadline: 01.06.2019

African Revival (Uganda)

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NB: African Revival is an Equal Opportunity Employer. Women are encouraged to apply.

Applications will be reviewed on a rolling basis, and this role may be filled before the deadline above.