



## **EMPLOYMENT/JOB OPPORTUNITY OF A PROJECT OFFICER**

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UNAPD is non-governmental, gender inclusive and democratic organisation that brings together Persons with Physical Disabilities (PWPDs) in Uganda established in 1998 to create a common voice in advocating for rights, better service provision and independent living of members. Vision of UNAPD is *“A barrier free environment for people with physical disabilities.”* UNAPD’s mission is *“An organization dedicated to removal of barriers in society, which prevent PWPDs from enjoying their full rights”*. UNAPD’s area of focus is disability rights advocacy and inclusion, UNAPD’s physical address is Plot 459 Namasole Road Kanyanya-Gayaza Road, P.O. Box 959, +256-414-692403, website: [www.unapd.org](http://www.unapd.org), and email: [info@unapd.org](mailto:info@unapd.org)

With funding from VOICE, UNAPD and her district member association of Pallisa Action on Physical Disability are implementing a 24-month project titled **“Empower Youth with Disabilities for political participation”**. The project is being implemented at national level and in 2 sub counties of Pallisa with the aim of influencing relevant policy frameworks and practices within government agencies in order to promote participation of Youth with Disabilities (YWDs) in Uganda’s political spaces. Based on the above, UNAPD is looking for a suitably qualified individual to fill the position of the Project Officer to coordinate the project in Pallisa district. The suitable candidate should have excellent leadership, communication and reporting skills, experiences with project work, knowledge of the local languages and dynamics of the local setting, evidences of working or leading the youth at the grass root level, knowledgeable of Uganda political process especially of Youth Experience in leading youth with disabilities is an added advantage. All applicants must attach photocopies of their academic documents, CV and a national ID. Persons with Disabilities are encouraged to apply.

### **Roles and Responsibilities of the Project Officer**

The Project Officer will be responsible for overall coordination and implementation of the project activities at the district level and will therefore be in charge of;

- Mapping and mobilization of YWDs to fully participate and benefit from the project
- Conduct capacity building and training on political participation, human rights and disability to enable youth with disabilities fully participate in political spaces.
- Build, manage and strengthen collaborations with the district local government, youth structures, Civil Society Organizations, institutions and the Private Sector for increased participation of YWDs in the political spaces.
- Organize Youth with disabilities community engagements with the grassroots political institutions for inclusion of YWDs representations in their governance structures.
- Advocacy, lobby and network for effective participation of YWDs in the grassroots political spaces of the 2 sub-counties of Pallisa district.

- Advocate for inclusion of youth with disabilities in development programs including linking them to benefit from government programs such as Youth Livelihood Program, National Special Grant, district Special Grant for Persons with disabilities and others.
- Participate in district activities to represent UNAPD at the different platforms such as budget conferences, stakeholders meetings among others and strengthen the relationship between UNAPD and district leadership.
- Oversee work plans and budgets as per the project.
- Effectively and efficiently adhere to UNAPD's policies and donor guidelines.
- Compile and submit quality activity reports, progress reports and all necessary documentations in a timely and effective manner.
- Monitor and evaluate the progress of the project, document results, best practices and lessons learnt from the project to inform further interventions.

### **Qualifications and Skills Required**

- A minimum of a Bachelor's Degree in Social Sciences, Social Development, Community Development, Development Studies and other relevant Degrees in humanities.
- A minimum of 3 years' experience working with disability organisation, youth empowerment related program or protection.
- Proven experience of youth leadership
- Excellent knowledge of MS Office; working knowledge of project management software (Power point and excel) is a strong advantage
- Knowledge on disability and inclusion
- Knowledgeable on Uganda's political process especially of YWDs at grassroot.
- Able to deliver results effectively with minimum supervision, ability and willing to learn.
- Have skills in Monitoring and Evaluation and is able to document results, lessons and best practices out of interventions.
- Must have good communication skills
- Must have knowledge of the local language and dynamics of the community

### **How to Apply**

Interested candidates should deliver all the necessary requirements by hard copies or through email. The deadline for submission is 15th February 2022 at 5:00pm. Only shortlisted candidates will be contacted for interview.

Applications should be clearly addressed and physically or electronically be submitted to;

### **The Executive Director**

Uganda National Action on Physical Disability (UNAPD)

P.O. Box, 959, Kampala- Uganda,

Email: [info@unapd.org](mailto:info@unapd.org)

Plot 459, Namasole Road Kanyanya off Kampala Gayaza Road

**UNAPD is an Equal Opportunity Employer and a champion for the employment of PWPDs**