CARE INTERNATIONAL IN UGANDA

About CARE International
CARE is a global leader within a worldwide movement dedicated to ending poverty. We are known everywhere for our unshakeable commitment to the dignity of people. CARE works around the globe to save lives, defeat poverty and achieve social justice. We seek a world of hope, tolerance and social justice, where poverty has been overcome and all people live with dignity and security. We put women and girls in the centre of our work because we know that we cannot overcome poverty until all people have equal rights and opportunities. CARE has been working in Uganda for 50 years and in 2019/2020, we improved the lives of 2.6 million people (60% women). Our goal for the next five years is to reach ten million people, through our gender transformative, resilience building, and lifesaving programs. CARE International in Uganda seeks to recruit a highly motivated and qualified professional to fill up the position of:

Community Engagement Officer, 1 Position, Location: Kyangwali Refugee Settlement

Job summary:
Community Engagement Officer will be responsible for enhancing Community Engagement (CE) within CARE International’s portfolio of work following the COVID-19 pandemic and will develop appropriate tools and guidance to support community structures to detect, report and alert surveillance system. This includes both adapting CE to the context created by COVID-19 as well as activities specifically around Risk Communication and Social Mobilization. The Community Engagement Officer- COVID 19 will be responsible for raising awareness on the consequences of COVID 19, GBV, promoting available services, particularly GBV support services, and identifying and referring extremely vulnerable women and girls to access services and material support in accordance with their level of vulnerability and needs.

Application Procedure:
Candidates who are interested in the above job should submit an updated CV and Application letter giving a day time telephone contact and names, telephone contacts and email addresses of 3 (three) work related referees only through our recruitment email: (ugarecruitment@care.org) clearly indicating the Job title in the email subject. The deadline for submitting CVs is 4th September, 2020. For any questions please call our office on 0312258100/150.

CARE IS AN EQUAL OPPORTUNITIES, GENDER SENSITIVE, CORRUPTION, SEXUAL EXPLOITATION AND ABUSE INTOLENT EMPLOYER. Please Note that CARE International in Uganda does not ask any applicant payment for any recruitment process

N.B: Refer to the Job description below for more details about the job
CARE INTERNATIONAL IN UGANDA

JOB DESCRIPTION - Community Engagement Officer

Job Title: Community Engagement Officer - COVID 19

Programme: Humanitarian Response - COVID 19 Response

Location: Kyangwali settlement, Kikuube District

Grade: C

Supervisor: Training Coordinator – COVID 19

Duration: 12 months (assumed start date: 1st September 2020)

General introduction
CARE International in Uganda will start a COVID 19 Health System Strengthening project funded by Abbot. CARE will be implementing the Health System strengthening project in the refugee settlements to prevent, detect and respond to COVID 19 among the frontline health workforce. It will beef capacity of the health system within the refugee hosting districts in South West to support and manage COVID 19 among the frontline health workers and ensure continuing of critical health services for the bigger refugee community. All CARE staff must adhere to and model CARE’s core values, commitment to gender equity and diversity, and safeguarding policies, as well as promote the various complaints, feedback, and reporting mechanisms.

Overall Summary of post
Community Engagement Officer will be responsible for enhancing Community Engagement (CE) within CARE International’s portfolio of work following the COVID-19 pandemic and will develop appropriate tools and guidance to support community structures to detect, report and alert surveillance system. This includes both adapting CE to the context created by COVID-19 as well as activities specifically around Risk Communication and Social Mobilization.

The Community Engagement Officer - COVID 19 will be responsible for raising awareness on the consequences of COVID 19, GBV, promoting available services, particularly GBV support services, and identifying and referring extremely vulnerable women and girls to access services and material support in accordance with their level of vulnerability and needs.

S/He must work closely with relevant support service providers (security, health, justice) UNHCR, OPM, and community leaders; conduct joint COVID 19 awareness raising campaigns with various partners; and participate in meetings with community leadership structures to advocate for the needs of women and girls, and encourage their participation in GBV prevention and response activities in the communities. S/He will be expected to promote and conduct activities targeting women, men, girls, and boys that promote social cohesion and address the stigma preventing women and girls from accessing support and services. S/he will supervise community-based facilitator, and will report to the Protection/GBV Coordinator.

Specific responsibilities and tasks:

Responsibility #1: COVID 19 prevention information and GBV Prevention (40%)

- Develop COVID 19 prevention work plan and activities consistent with the goals and objectives of the program in coordination with the Training Coordinator and Project Coordinator.

- Under the supervision of the Project Coordinator ensure that all the COVID 19 and GBV prevention approaches are developed in synergy with the overall CARE’s national based protection initiatives.

- Manage the daily implementation, monitoring and evaluation of GBV interventions in Kyangwali settlement.
• Ensure that all the protection projects adhere to the highest GBV protection standards and principles as well as CARE guidelines and accountability standards.

• Strengthen prevention and response mechanisms to all forms of abuse through sensitizations, trainings, COVID 19 IEC materials, capacity building of community structures specifically Village Health Team and Community Health Extension workers etc.

• Actively facilitate and support awareness raising activities and advocate for prevention of GBV during COVID 19 within the communities

• Ensure COVID 19 Standard Operation Procedures are in place and adhered to by all parties

• Lead the effort to develop a multi-sectorial COVID 19 and GBV prevention and response and reporting mechanism as well as information sharing

• Work in close collaboration with the Training Coordinator and proactively contribute to quality and timely monthly, quarterly and annual reports.

• Initiate processes for the identification of community volunteers (GBV preventers) through community engagement with 70 % women.

• Supervise the work of community volunteers (GBV preventers) collaboratively with the Case Management Officer.

• Provide support to field staff, volunteers and community structures in order to strengthen capacity.

• Ensure strong communication with refugee communities through their active participation in the planning, implementation and evaluation of GBV programme activities; in order to promote and maintain sustainability.

• Mapping of gate keepers in the community that is formal and informal structures and work with the Protection and Gender Coordinator to come up with strategies on how to work with them.

• Promote a positive profile of the CARE’s work and good understanding among other sectors, partners and the communities we work in about the program.

Responsibility #2: Capacity Building, monitoring, evaluation and Documentation 30%

• Conduct and facilitate training for VHTs, CBFs and other community structures and mentoring for the field teams on COVID 19 prevention and control strategies.

• Provide supervision and mentorship to CBFs, VHTs and other local government structures

• Ensure the filing system for all activities and ensure that information is organized accordingly to the reporting and auditing needs of the program. Ensure required levels of confidentiality.

• Compile and prepare quality monthly and weekly, and feed in other information in provided format to Supervisor

• Contribute to the daily quality implementation, monitoring and evaluation of projects and interventions in Rhino camp. Identify, document and disseminate relevant project success, challenges and follow up on implementation of project’s action points

• Assist in participatory needs/vulnerability and capacity assessments of affected communities

• Provide continuous monitoring of information sharing to ensure that information is shared safely and without breaching confidentiality of clients.
Responsibility #3: Coordination & Advocacy 25%
- Develop and maintain strong working relationships with all stakeholders – including community leaders, NGOs, UN agencies, and community based organizations to enhance multi-agency and multi-sectoral cooperation and coordination.
- Representation of CARE and active participation in the local COVID-19 and GBV working groups and any other meetings as requested.
- Close co-ordination in project implementation with partners (UN agencies and national/international NGOs), including referrals, protection gap analysis, advocacy.
- Actively liaise with other CARE sectors and ensure the integration of the SGBV intervention in all the activities.
- Work closely with the other programme components to maximize programme output and impact.

Responsibility #4: Any other duty assigned by the supervisor 5%

Level of authority
The Community Engagement Officer will formally report to the Project Coordinator. S/he has no authority to commit the organization in any way, to enter into formal partnership agreements, nor any formal financial authority, apart from standard expenses for day-day-day activities. The Community Engagement Officer is responsible for the safety and custody of organization assets in his/her possession. Travel to locations outside project areas shall be done and coordinated with the knowledge of the Project Coordinator and Field Manager.

Relationship and collaboration
The Community Engagement Officer will work as a process-oriented support person to CARE COVID 19 Emergency Program to achieve on the COVID 19 related interventions within the Emergency Response. It will therefore be essential for this individual to develop relationships with relevant partner organizations to ensure effective support. This requires both sensitivity and responsiveness to the capacities and needs of the different partners. S/he will also collaborate with other related initiatives within the sub office and will be expected to provide support based on clearly and jointly agreed Project priorities (to be agreed with the supervisor, component specialists as will be specified annually in the job holder’s APAA). Teamwork is therefore a key element of the position.

Qualifications and person specifications
Qualifications
- A first degree in Development Studies, Women and gender studies, Social sciences or in a related field. A post graduate degree/diploma in a relevant field is an added advantage.
- 3-5 years working experience and knowledge in implementing GBV projects and mainstreaming psychosocial programming in development work
- Good understanding of the UNHCR and local government’s operational procedures and systems.
- Good inter-personal skills, trainable, willing to build capacity of others.
- Good planning, communication and writing skills
- Computer literacy in most used software packages (MS office packages and SPSS).

Job holder’s Signature........................................ Date..............................
Community Engagement Officer
Supervisor’s Name ................................................................. Date..............................
Training Coordinator