



## **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:

### **1.Senior Gender Advisor: 1 Position, Location: Kampala with frequent travel to project locations**

#### **Job Summary**

The Senior Gender Advisor is a senior member of GATES-funded WECs Facility project, responsible for providing overall technical leadership on gender to ensure project implementation, results measurement and results are gender transformative. This requires the Advisor to ensure that project approaches are gender transformative and that project staff, partners and consultants are properly trained, oriented and empowered to ensure project delivery approaches are gender transformative. It requires the Advisor to prioritize research and learning to constantly inform and influence the project to be more gender transformative. The Advisor is responsible for strategic engagement, partnerships and coordination with project partners and relevant stakeholders including government entities and civil society. The Advisor will ensure that the results framework and results measurement for the project is gender transformative.

#### **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](mailto:ugarecruitment@care.org)) clearly indicating the **Job title in the email subject**. The deadline for submitting CVs is **4<sup>th</sup> November, 2020**. For any questions please call our office on 0312258100/150.

**CARE IS AN EQUAL OPPORTUNITIES, GENDER SENSITIVE, CORRUPTION, SEXUAL EXPLOITATION AND ABUSE INTOLERANT 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		
Job Position Title	Senior Gender Advisor			
Job Grade and Step	TBD			
Program/Project	WEE/GATES-funded WECs Facility			
Duty Station/travel time	Kampala with frequent field travels			
Immediate Supervisor	GATES Project Manager			
Supervisees	N/A			
Status of JD	<input checked="" type="checkbox"/> New	<input type="checkbox"/> Revised	<input type="checkbox"/> No Change	
Date submitted to HR	October 2020			
Name of Job Holder				
Date of Hire				

### About CARE

CARE is a global leader within a worldwide movement dedicated to ending poverty. We are known everywhere for our unshakeable commitment to defending 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 over 50 years, and in 2019/2020, CARE improved lives of 2.6 million people (62% women). Our ambition for the next five years is to reach 10 million people, through our life-saving, resilience building and gender transformative programs. CARE Uganda current portfolio is approximately \$8 million annually, funded through a combination of institutional donors like the European Union, ECHO, DANIDA, ADA, UN Agencies like UNFPPA and UNWOMEN, foundations like Bill and Melinda Gates Foundation and private donations. CARE Uganda's new business plan (2021-2025) aims to grow the annual portfolio to approximately \$10-12 million, reaching 10 million people by 2025. The portfolio will focus on Livelihoods, Climate Resilience, GBV, SRH and Emergency. In addition to gender equality, resilience and inclusive governance which is the

core of CARE programming, the new business plan pays attention to disaster preparedness, urban programming, and humanitarian-development nexus.

### **Project Summary**

CARE International in Uganda with funding from **Bill and Melinda Gates Foundation (BMGF)** is launching a new initiative to "Test and Build Women Empowerment Collectives (WECs) in Uganda". The primary outcome of the initiative is to support strategic policy, regulatory and programmatic initiatives that will advance government buy-in to drive the scale up of a WECs agenda in Uganda. Through this initiative, CARE will identify and strengthen key entry points in the policy and programming space that the GoU can leverage to build momentum around scaling WECs in Uganda. To do this, CARE is partnering with the **Ministry of Finance, Planning and Economic Development (MFPED)** and **Ministry of Gender, Labour and Social Development (MGLSD)**. The initiative will contribute to policy and enabling environment, and management execution capacity levers by driving forward the following key areas: enhancing non-prudential supervision of Self Help Groups (SHGs) through UMRA Registration Guidelines, development of a comprehensive SHGs policy framework, and transforming large scale livelihood platforms into a comprehensive WECs platform through research and evidence based documentation. In addition, this program will support research and generation of robust evidence in order to provide clarity on all the WECs across the country and a baseline for governments future WECs programming.

### **To achieve this overarching goal, this initiative will advance five specific objectives:**

1. Support the Uganda Microfinance Regulatory Authority's (UMRA) finalization of the savings groups' registration guidelines and implementation plan;
2. Strengthen the Ministry of Finance, Planning and Economic Development's ability to develop and finalize the national Self-Help Group (SHG) policy framework through a consultative process;
3. Strengthen the understanding and programming channels for a Technical Assistance Facility for WECs with Government of Uganda stakeholders;
4. Support the evidence generation, research to policy publication and dissemination efforts of the Project for Financial Inclusion in Rural Areas (PROFIRA) initiative.
5. Support the Ministry of Gender, Labour and Social Development's Uganda Women Entrepreneurship Programme (UWEP) by strengthening and embedding improved monitoring, research and implementation approaches in the second phase of UWEP;

### **Job Summary**

The Senior Gender Advisor is a senior member of GATES-funded WECs Facility program, responsible for providing overall technical leadership on gender to ensure program implementation, results measurement and results are gender transformative. This requires the Advisor to ensure that program approaches are gender transformative and that program staff, partners and consultants are properly trained, oriented and empowered to ensure program delivery approaches are gender transformative. It requires the Advisor to prioritize research and learning to constantly inform and influence the program to be more gender transformative. The Advisor is responsible for strategic engagement, partnerships and coordination with program partners and relevant stakeholders including government entities and civil society. The Advisor will ensure that the results framework and results measurement for the program is gender transformative. The Advisor will provide technical assistance throughout implementation to ensure a gender intentional agenda is considered across the different components of the program. Due

to the complexities of this program in moving gender forward in WEE/financial inclusion space and building in WECs elements, CARE is positioning this role as senior level as "Senior Gender Advisor". Additionally, this position will ensure that lessons from the program is used to inform and influence other CARE programs in Uganda and elsewhere. Specifically, for the WECs landscaping study, this position will be supported by CARE USA Senior Gender Advisor, who specializes in impact measurement and research.

### **SPECIFIC RESPONSIBILITIES**

#### **Responsibility #1: Technical Leadership on Gender Policy, Strategy, Analysis, Advocacy and GBV Mainstreaming in the Program (30% of the time)**

1. Provide technical leadership on developing, regularly updating and adapting the gender strategy including ensuring the program strategy is gender transformative and aligned to the CI Gender Equality Policy and women empowerment approaches in ECSA region and great lakes sub-region.
2. Provide technical leadership and steer processes for gender transformative quality assurance in the entire program cycle from design, delivery, impact measurement to programme closure.
3. Provide technical advisory support to ensure that all gender mainstreaming initiatives are aligned to the CARE International, regional and global strategies/thematic areas and emerging programmes.
4. Work with advocacy initiatives to develop gender-transformative national and regional advocacy strategies and on multi-country gender issues and CARE's approaches to influence policy and practice within civil society, the public and private sector - including attitude change for staff, partners, groups and institutions on evidence-based gender transformative advocacy to achieve CARE's mission
5. Facilitate CARE and partners' staff representation and participation in national, regional and international coalitions and networks on gender equality and women empowerment.
6. Support policy analysis of relevant laws, policies and strategies that impact gender equality and women empowerment issues aligned to CARE mandate.

#### **Job Responsibility #2: Strategic Engagements, Partnerships & Coordination of Gender Activities (20%).**

1. Identify, develop, actively involve and directly represent CARE in strategic partnerships, networks, platforms, coalitions and spaces to engage/work with at local, national, regional and potentially international levels in close collaboration with the CARE Uganda and relevant staff in other countries, and other relevant platforms and networks within CI.
2. Coordinate a comprehensive Coordination Mechanism that harnesses existing gender potential across programs and projects. In this the Advisor works closely with other program gender focal point staff (gender specialists, coordinators and generalists) to identify and promote CARE's Gender Transformative approaches to inform programming, policy as well as practice within the country, the wider civil society, the public and private sectors.
3. Strategically engage in program development and design as the gender expert to ensure that these programs and initiatives are gender transformative and well-resourced for gender transformation.

#### **Job Responsibility #3: Organisational and Programmatic Gender Capacity Building (20% of the time)**

1. Based on program Gender Strategy and related CI Strategies, lead on developing capacity including gender modules, tools and related policies/strategies.
2. Work collaboratively to enhance a gender friendly environment and strengthen integration of GED approaches in programming and in human resource processes from recruitment, orientation to performance management.

3. Provide cutting edge technical capacity building and on-the-ground support for staff, partners and for field activities in the core programming themes that include though not limited to: Gender Equality and Women's Voice, Sexual and Gender Based Violence, Engaging Men and Boys, Gender in Emergencies (GiE) including Women Lead in Emergencies (WLiE) and women/girls' empowerment among others.
4. Lead the revision of materials and generate gender specific thematic training manuals, materials and guides based on the programmatic areas of focus in relation to the key gender issues captured under the various CARE Uganda Programmes.
5. Review and provide input in programme related training manuals and ensure they address specific gender issues that directly affect target populations.
6. Lead training and roll out capacity building programs for CARE and partner staff on gender transformative approaches, GBV prevention, response, integration and mitigation and related protection aspects such as psychosocial support.
7. Lead the development of quality standards for gender transformative programming, including tools for gender/power analysis and gender equity and diversity audits as well as train, coach, mentor and support staff and partners to carry out these analyses and Audits
8. Plan for and conduct gender capacity assessments and develop tailor made gender plans for staff and partners including training and coaching. In doing so, identify capacity gaps in terms of designing gender programs and addressing issues of masculinity and engaging men and boys in promoting gender equality and equity.

**Responsibility #4: Mainstream Gender in Learning and Impact measurement (20% of the time)**

1. Work closely with program partners, the Program Quality and Learning team and relevant initiatives to lead on gender research and analytical processes to generate gender disaggregated information and knowledge while highlighting intersectionality as envisaged by the CARE aspirations on GED.
2. Lead the integration of gender in monitoring, evaluation, learning and accountability (MEAL) system for the program and build capacity of CARE and partner staff to monitor implementation of gender and women empowerment programs and referral mechanisms across program geographical areas.
3. Work with Program Quality and Learning and the MEAL teams to ensure the impact of gender interventions is measured and reported; including documenting lessons learnt and challenges;
4. Facilitate periodic progress reviews among CARE staff, partners and stakeholders, sharing experience and learnings as well as address challenges that may affect rollout of key strategic tasks and agendas.
5. Support CARE staff and partners in defining learning agendas and facilitate reflective learning practice among CARE and partners' staff network, particularly around equity and gender, and with the aim of contributing to testing the programs theories of change and ensuring program strategies are adapted based on lessons learnt.
6. Support and facilitate generation, documentation, coordination and management of knowledge on gender, women and girls' empowerment approaches across impact group programs and support establishment of mechanisms for effective learning and sharing of experiences.
7. Contribute to the development of impact measurement and knowledge management system, leading on the development of appropriate impact indicators and reflective learning systems related to gender, women and girls' empowerment program aiming at demonstrating the evidence of impact of programs in addressing gender issues.

8. Working with the Program Quality and learning team, lead the identification, documentation and dissemination of best practices on conducting evidence based gender transformative programming with a focus on GBV prevention, response, integration and mitigation protection within/outside CARE.

**Responsibility #5: Promote Gender Equity and Diversity and Safeguarding Practices (5%)**

- Practice a behaviour consistent with CARE's core values, and promotion of gender equity and diversity goals;
- Plays a leadership role in identifying and implementing initiatives that enhance CARE's commitment to gender and diversity.
- Ensure that CARE Safeguarding policies and procedures are adhered to by all and the staff that S/he supervisors both directly or indirectly
- Ensure that staff and related personnel under your jurisdiction are familiar with the following organisational policies and procedures and can identify when needed how these may have been breached; The CI Safeguarding policy, Protection from Sexual Harassment, Exploitation and Abuse and Child Abuse, The anti-discrimination and harassment policy, The code of conduct and the organizations Values.

**Responsibility #6: Any other duties assigned from time to time (5%)**

- Any other duties incidental to the role or assigned by supervisor.

**EDUCATION, EXPERIENCE, SKILLS AND KNOWLEDGE**

**Essential:**

- A Master's degree holder in fields of Gender and Women Studies, Development, Political Science, Public Administration, Social Sciences or related field is a MUST
- Over 7 years of experience leading Gender programming in an organisation similar to CARE.
- Prior gender advisory role in an INGO, UN or organisation similar to CARE is required
- Strong writing, research and analytical skills
- Strong organisational skills. Strong advocacy, internal and external engagement skills
- Substantial experience and knowledge of gender transformative approaches, gender mainstreaming / integration, GBV prevention, response and mitigation as well as protection and advocacy processes
- Proven knowledge, skills and hands on experience in especially gender capacity building is essential
- Excellent facilitation, communication, partnership and team work skills;
- Knowledge of government structures and policies at local and national level (particularly within the field of gender, finance, natural resources, sexual and reproductive health, conflict resolution and emergency response);

**CORE COMPETENCIES**

- Excellence:** Sets high standards of performance for self and/or others; successfully completes assignments; sets standards of excellence rather than having standards imposed; ensures interactions and transactions are ethical and convey integrity.
- Integrity:** Maintains social, ethical, and organizational norms; firmly adheres to codes of conduct and ethical principles inherent to CARE.

•**Communicating with Impact:** Diplomatically, logically and clearly conveying information and ideas through a variety of media to individuals or groups in a manner that engages the recipient / audience and helps them understand and retain their message.

•**Facilitating Change:** Supports and manages the change process at CARE Uganda by developing a culture affirmative of change; encouraging others to seek and act upon opportunities for different and innovative approaches to addressing problems and opportunities; critically analysing evolving and fluid situations; facilitating the implementation and acceptance of change within the workplace; actively engaging with resistance to change.

•**Strengthening Partnership:** Identifying and utilizing opportunities within and outside of CARE Uganda to develop effective strategic relationships between one's area and other areas/departments/units or external organizations to achieve CARE's objectives.

•**Management Excellence:** Makes the connection between values and performance. Influences the performance of others, and ultimately, the performance of the organization. Sets direction, coaches & develops, promotes staff wellness & safety, practices & promotes compliance, models gender equity & diversity, communicates effectively.

•**Developing Teams:** Using appropriate methods and a flexible interpersonal style to help build a cohesive team; facilitates the completion of team goals.

•**Diversity** - Promoting, valuing, respecting and fully benefiting from each individual's unique qualities, background, race, culture, age, gender, disability, values, lifestyle, perspectives or interests; creating and maintaining a work environment that promotes diversity.

•**Adaptability-** Expected to well adjust with the country, the CO operating environment and with the Project team to function effectively and efficiently

•**Coaching** - Ability to demonstrate to enhance skills and capacity of staff working in the field and office for them continue to serve CARE in the future program activities

**SIGNATURES:**

I have read, fully understood, and accept the requirements and responsibilities of this Job Description		
<b>Name of Job Holder:</b>	<b>Signature(s):</b>	<b>Date:</b>
<b>Name of Supervisor:</b>	<b>Signature(s):</b>	<b>Date:</b>

**Name of Supervisor:**

**Signature(s):**

**Date:**

--	--	--