



FEDERATION OF FISHERIES ORGANIZATIONS UGANDA

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JOB OPPORTUNITY

About the Organization

Federation of Fisheries Organizations Uganda (FFOU) is a Non-Profit Making Organization registered under Non-governmental Organizations Act, 2016 as a National Umbrella body of all non-state actors in the Fisheries Subsector with National Bureau for Non-Governmental Organisations. The Federation currently has 131 member Associations / Organizations which brings together all the Fishing Communities across the five great Lakes of: Victoria, Kyoga, Albert, George, Edward and the Surrounding districts in Uganda. FFOU Strategic areas of Implementation contribute significantly to achieve the Sustainable Development Goals (SDGs) and the National Development Plan – (NDP III). The Fundamental and key strategic areas of Implementation for the Federation of Fisheries Organizations Uganda include; • Legislation, Policies and Human Rights • Scale Up Comprehensive HIV/AIDS Services among Fisher folk and high risk groups • Integration of ICT into the fisheries subsector • Climate change action to protect the eco-system, • Capacity building for women and youth within the fisheries business chain, Sustainable development of fish farming (Aquaculture and Aquaponics) Partnerships and collaborations; FFOU works with several Development partners and Line Ministries . Currently, FFOU is looking for competent and experienced officers in the following fields below to add value to the organization's performance in the target areas.

1. Community Development Trainers (15 positions)

Employment type: Contractual
Duration: 2 years renewable
Date of Posting: 11th October, 2022
Deadline : 24th October, 2022
District duty location: Nakasongola, Amolator, Serere, Kamuli, Soroti, Kabiramaido, Masindi, Kumi, Kairo, Kayunga, Buyende, Lira, Apac and Pallisa.

Job description

The Community Development trainer will implement the community-level activities. The Job holder will work directly with the target community as per the program design; these include community structures, such as the lower-level leadership at Landing sites, and District relevant officers. The Position coordinates the Community and the FFOU Head office and contributes to the documentation of outputs and the statistics generated by the project activities. The post holder should be culturally sensitive and ably adjust to local contexts and demands throughout their engagements with stakeholders at all levels.

Working with technical personnel from the District Health facility, the trainer shall conduct sensitization/training activities in line of HIV/AIDS Comprehensive program to widen the Knowledge on HIV/AIDS in terms of its spread, survival and preventive measures. In addition, the fisher community operates businesses with very great management risks especially in the finance areas and as a result, the project design embeds training in the area of Cooperative movement as a strategy for easy access to finances, growth of their businesses and sustainability. The community development trainer will be guided at the initial stage on the two aspects of HIV/AIDS and Cooperative movement / Union as development issues.

Roles and key responsibilities

- The community development trainer will Implement and coordinate activity information between the stake holders at grass root level and FFOU head office
- Do needs assessment alongside training for effective implementation of the program
- Support in identification of the most vulnerable women/youth (infected and affected) to participate in the program
- Facilitate/organize skills development/training for selected program participants.
- Ensure routine mentoring and coaching for program participants
- Establish Landing site Saving Cooperatives and Loan Associations (VSLAs) for access to financial services
- Keep Landing site leadership and relevant District officials informed on activities, progress, challenges and recommendation.
- Prepare, document and submit weekly progressive reports to FFOU Head office through the project officer.

- Participate in the monitoring and document data on outcomes/ results and impacts of different program activities
- Document success/human stories as well as pictures and video clips for the different activities.

Personal Specification

Education Qualification & Experience

- Minimum of Diploma and maximum of a Bachelor's Degree in Social Sciences, SWASA, Adult and Community Education, and any other related.
- Familiar with NGO program work, project implementation, and working with grass root structures and community beneficiaries
- Familiar with the regional development challenges of Lake Kyoga region
- Experience in writing basic reports, data collection as well as Adult learners instructional skills.

Essential Skills, Abilities & Personality

- Fair coordination skills and a demonstrated ability to multi-tasks
- Good written and verbal communication skills in English and basics in the languages along the Lake region (Lungi, Lunyoro, Luganda/usoga and Iteso)
- Strong interpersonal and organizational skills
- Able to ride a motorbike with a valid driving/riding permit
- Pays attention to details including pro-activeness, creativity, and reliability
- Ability and willingness to learn new skills, and approaches
- Ability to appreciate cross-cutting issues, especially gender & environment
- Able to consult and make quick decisions whenever needs arise
- The Post Holder should be flexible, a good team player, and patient with others

How to Apply

Interested qualified individuals should submit a cover letter (Maximum 1 page) and CV (maximum 2 pages) inclusive of three names and contact of references to info@ffou.org . Include your reliable telephone number, email address. Indicate the position of Community Development Trainer in the subject line of the email and where possible include a preferred District. Qualifying Female candidates are more encouraged to apply.

Note:

Only shortlisted candidates will be contacted for interviews. FFOU is an equal opportunity employer; thus any lobbying will lead to automatic disqualification.

2. Business Development Officer

Employment type: Full time
Duration: 5 years renewable
Date of Posting: 11th October, 2022
Deadline : 24th October, 2022
Salary : Negotiable
Duty location: FFOU Head office- Kampala- Bweyogerere

Job description

The Business Development officer is the head of Resource mobilization committee. He/she is assigned with responsibility to generate Business plans or cause the same from/among other staff to ensure availability of both financial and material resources to facilitate the general operations of the organization. The Job holder will be required to prepare a business plan and present it to the organization Directors for approval. He/she is the technical person to guide the organization in the areas of resource mobilization, management and investment for resource diversification. Working closely with Program Department, the post holder will be responsible for identifying and taking priority of the program areas in line with the organizational Strategic plan.

Qualification & Experience

- Minimum of Bachelor's Degree in Development studies and maximum of masters in the same field is preferred
- Familiar with NGO operations
- At least 3 years' experience in the same areas with reputable organizations to emulate as role model
- Essential Skills, Abilities & Personality

- Ability to work with minimal supervision
- Strong interpersonal and organizational skills
- Computer skills especially in Microsoft packages
- Ability to appreciate cross-cutting issues, as key component in program planning and resource mobilization
- The Post Holder should be flexible, a good team player, and patient with others

How to Apply

Qualified individuals should submit a cover letter (Maximum 1 page) and CV (maximum 2 pages) inclusive of three names and contact of references to info@ffou.org . Include your reliable telephone number, email address. Indicate the position of Community Development Trainer in the subject line of the email and where possible include a preferred District. Qualifying Female candidates are more encouraged to apply.

Note:

Whereas we appreciate your interest to work with the Federation, only shortlisted candidates will be contacted for interviews. FFOU is an equal opportunity employer; thus any lobbying will lead to automatic disqualification.

3. IT Specialist

Job Title: IT Specialist
Experience: 2 to 5 years
Age: 25 to 50 Years
Salary Range: Negotiable
NO. of Vacancy: 1
Posted Date: 11-10-2022
Closing Date: 024-10-2022

Job Description

The IT Specialist will provide direct management of the IT Department with the support of other two IT officers. The specialist will demonstrate leadership through coaching and mentoring. Keeps staff accountable and ensures that they are performing in accordance to the department standards. He/she acts as a technical advisor on matters related to IT and the Apps development, maintenance and sustainability. Analyzes and resolves complex problems, interprets policies, and demonstrates solid subject matter expertise. Plays a key role in providing technical and business support to a wide spectrum of customers/ clients.

Requirements:

Bachelor Degree in computer science or a master in information technology is preferable. Professional certification (e.g. CCNA, CISCO, and MCSE) desired. Strong analytical, diagnostic, and problem-solving skills. Good communication ability both written and verbal.

How to Apply

Qualified individuals should submit a cover letter (Maximum 1 page) and CV (maximum 2 pages) inclusive of three names and contact of references to info@ffou.org . Include your reliable telephone number, email address. Indicate the position you are applying for in the subject line of the email. Only shortlisted candidates shall be contacted for interviews.

4. IT Officer

Experience: 2 to 5 years
Age: 25 to 40
Salary Range: Confidential
NO. of Vacancy: 1
Posted Date: 11th -10-2022
Closing Date: 24-10-2022

Job Description

The IT Officer takes responsibility of daily management of the server, upload documents on the organization website, routine checkup of the It equipment in the office and rectifying minor problems. The officer will be responsible for management of the app, analyze data and produce reports in terms of its functionality. Will ensure that he/she performs in accordance to the department standards. He/she acts as a technical advisor on matters related to IT and the Apps

development, maintenance and sustainability. Analyzes and resolves complex problems, interprets policies, and demonstrates solid subject matter expertise. Plays a key role in providing technical and business support to a wide spectrum of customers' clients.

Requirements:

Bachelor Degree in computer science or any other related course in the same field. Professional certification (e.g. CCNA, CISCO, and MCSE) is an added advantage. Strong analytical, diagnostic, and problem-solving skills. Good communication ability both written and verbal.

How to Apply

Qualified individuals should submit a cover letter (Maximum 1 page) and CV (maximum 2 pages) inclusive of three names and contact of references to info@ffou.org . Include your reliable telephone number, email address. Indicate the position you are applying for in the subject line of the email. Only shortlisted candidates shall be contacted for interviews.

5. Human Resource Manager

Job Description/Requirements
Department: Administration
Employment category: Regular
Salary package: Confidential
Location Kampala Uganda

Scope of Work

Under direct supervision of the Executive Director, The Human resource manager supports the affairs related to day to day of the Federation and is the focal person providing key support on all HR functions. The Human Resource manager will assist in the human resource activities including recruitment and orientation, personnel files, staff benefits and insurance scheme and payroll.

Duties and Responsibilities

- Initiate and coordinate all the recruitment requests and follow through on hiring procedures in line with FFOU Human Resource Policy
- Prepare and post all job advertisements for all vacant positions in appropriate channels and ensure wide and appropriate distribution, which may include filling of applications and sending out communications.
- Maintain a recruitment resource Data base (CVs)
- Prepare and send the recruitment status report to the Executive Director
- Organize for interviews and follow through on hiring procedures in line with FFOU Policy
- Prepare and Truck offer letters and employment contracts
- Ensure internal equity in the organization for staff Compensation and benefits in respect of the Labour Laws of Uganda.
- Coordinate timely performance appraisals and maintain an updated database for all staff
- Carryout other duties as directed in his/her department

Qualifications

- University Degree in Human Resources or similar professional qualification
- 3 years of relevant professional experience in human resources.
- Strong knowledge and experience of HRISs, and ideally in supporting others to use
- Extensive knowledge and experience of managing a payrolls.
- Ability to analyze and interpret numerical data and processes
- Ability to maintain the high level of discretion and confidentiality of Human Resource information
- Excellent written and verbal communication
- Excellent Microsoft packages- Word, Excel and Outlook

How to apply

Qualified individuals should submit a cover letter (Maximum 1 page) and CV (maximum 2 pages) inclusive of three names and contact of references to info@ffou.org . Include your reliable telephone number, email address. Indicate the position you are applying for in the subject line of the email. Only shortlisted candidates shall be contacted for interviews.