

JOB DESCRIPTION.

Job Title:	Regional Peace Building Coordinator
Location:	West Nile or Western, Uganda
Reporting to:	Team Leader
Management responsibility (if applicable)	To be determined
Type of position:	National Position
Grade and Salary:	Competitive INGO Salary dependent on experience
Contract terms and hours:	Fixed-term 12 months contract and 37.5 hours a week
<p>Background:</p> <p>Saferworld is an independent international organisation working to prevent violent conflict and build safer lives. We work with people affected by conflict to improve their safety and sense of security, and conduct wider research and analysis. We use this evidence and learning to improve local, national and international policies and practices that can help build lasting peace. Our priority is people – we believe in a world where everyone can lead peaceful, fulfilling lives, free from fear and insecurity. We are a not-for-profit organisation operational in 12 countries across Africa, Asia and the Middle East.</p> <p>Saferworld is committed to providing a safe and trusted environment that safeguards our staff, partners and communities. Our organisational integrity is derived from the values and principles that underpin and guide our work.</p> <p>Description of Saferworld and Uganda programme:</p> <p>Saferworld has been working in Uganda since 2001. Our main focus has been on supporting civil society involvement in conflict prevention and security provision, conflict-sensitive approaches to development, and advocating stronger national and regional controls on small arms and light weapons. Current priorities include, delivering conflict sensitivity support to institutions and stakeholders working on issues related to land and minerals, including working to improve conflict resolution and community safety in Karamoja, northern Uganda, and other areas of central Uganda experiencing land conflict and insecurity.</p> <p>Job purpose:</p> <p>The Regional Peace Building Coordinator will support the effective delivery of the project, 'addressing conflict drivers in Uganda'- starting in January 2021. The project is a joint (consortium) initiative between Saferworld and TPO Uganda; with the aim of addressing main conflict drivers, which include but not limited to; competition over natural resources; the mass influx of refugees; inadequate transitional justice processes; and flawed electoral processes, leading to a more peaceful, secure and resilient communities in Uganda.</p> <p>The Project Coordinator will work closely with other civil society organisations and community action groups in West Nile or Western Uganda and, local communities, Artisanal and Small-Scale Miners and relevant authorities at district and lower local government levels.</p>	

Key areas of responsibility:**1. Support the effective delivery of the project and take responsibility for the day-to-day implementation, documentation, partner support supervision and technical guidance;**

- Lead in coordinating work with local governments, the private sector, NGOs and CBOs in the region to deliver timely and high-quality activities, including trainings, consultation, research and analysis;
- Lead the delivery of training, including designing, facilitating or co-facilitating where necessary;
- Build and maintain strong relations with staff in partner organisations who are implementing the project;
- Ensure timely completion of internal reporting requirements and contribute to the completion of donor reports;
- Coordinate the development and regular revision of project work plans for Saferworld staff and partners;
- Monitor the implementation of Community Action Plans;
- Provide regular mentoring and accompaniment to project stakeholders;
- Monitor project budgets on a monthly basis in coordination with colleagues to ensure optimum expenditure of funds and timely and accountable financial reporting by local partners.

2. Build and maintain effective relationships in support of Saferworld's work in Uganda:

- Develop and maintain positive working relationship with project partners and other strategic alliances in the region;
- Contribute to the strengthening of Saferworld's coordination with other civil society organisations, national and international peacebuilding actors in the project area and in the rest of Uganda;
- In close liaison with the Project Manager, Represent Saferworld at external meetings, and promote lessons learnt from Saferworld's work;
- Build a strong working relationship with the Peace Building Officer who will be based at Partner offices in the region for peer support and programme growth.

3. Ensure regular liaison and information sharing with other parts of Saferworld

- Contribute to cross-organisational learning and sharing;
- Ensure effective communication of project activities, results and lessons learnt within Saferworld.
- Foster coordination and synergy between Saferworld's work in the region with other regions/offices/interventions.

4. Lead on project monitoring, evaluation and reporting in the districts of operation

- Monitor the impact of Saferworld's work in the region/districts of operation, and participate in regular debriefings and lessons learning sessions with Saferworld and partners;
- Maintain a database of project outcomes and targets;
- Coordinate staff and donor monitoring visits and evaluations as appropriate;
- Write timely and accurate activity reports and support the Team Leader in the drafting of donor reports.

5. Security focal point for Saferworld in Project area

- Ensure Saferworld's security protocols and procedures are adhered to by project visitors – this will include security briefings, updates and clarifications;
- Ensure Security consideration is core to the delivery of the project;
- Provide security updates to the security focal point, and the Team Leader

6. Any other duty may be assigned to the post holder as required by the Line Manager**Key working relationships**

Internal: SIDA project staff (Saferworld and TPO Uganda); Project partners (Uganda); HR and Operations teams (Uganda), Country Manager, Head of East Africa, Finance and Administration team (Uganda); Funding team (Uganda); Policy, Advocacy and Communications team (UK); Programme Support and Learning Team (UK)

Scope and accountability

Decision making and limits of authority	As per Saferworld existing authorisation matrix
Financial resources	Project budget
Other resources	None
People management	None
Legal, regulatory and compliance responsibility	<ul style="list-style-type: none"> • Ensure compliance to policies, procedures and practices in the organisation

- Ensure compliance with national legislation. Where there is contradiction, seek guidance

Person specification

Knowledge, qualifications and experience

- An excellent understanding of community engagement strategies, the investment environment in Uganda, land laws and policies, peace frameworks, natural resource governance, and conflict sensitivity, and an active interest in the workings of civil society;
- A good understanding and proven application of conflict sensitive programming;
- A recognised first degree in: Social sciences, development studies, community psychology or a degree in a related field;
- Minimum of 5 years' experience working in a leadership role in peace and/or governance issues in a non-governmental organisation;
- Demonstrable experience in project administration, planning and implementation;
- Experience working on gender-sensitive programming.
- Experience with land and peacebuilding projects;
- Experience in designing and facilitating workshops, seminars and dialogues;

Skills and abilities

- Excellent communication skills - written and oral;
- Good report-writing skills with excellent written and spoken English and Nga'karimojong;
- Skills in participatory approaches to programming, and community engagement;
- Demonstrable interpersonal and team working skills;
- Proficiency in Microsoft Office and use of internet for research;
- Ability to relate sensitively to diverse groups;
- Self-driven and able to deliver results with minimum supervision;
- Flexibility in traveling and working in challenging situations with unpredictable working hours.

Personal qualities

- Self-driven and able to deliver results with minimum supervision;
- Commitment to and compliance with Saferworld's safeguarding principles
- Commitment to respect and value equality and diversity, and understanding of how this applies to own area of work
- Commitment to own continuing personal and professional development
- Commitment to the vision, mission and values of Saferworld

Other requirements

- This position is based in West Nile or Western Uganda. There will be regular travels within the region to implement activities and to conduct monitoring visits.

Application process

To apply: Download and complete an application form at <http://www.saferworld.org.uk/jobs/jobs> and send to HR Team at jobs@saferworld.org.uk (Ref: RPBC-21)

Deadline for applications: 19 February 2021