

PROJECT CO-ORDINATOR AT @IRRI

The International Refugee Rights Initiative (IRRI is looking for a dynamic self-driven individual to run our projects in Northern Uganda. Is that you? Do you have what it takes? Please apply by 19 February 2021 at recruitment@refugee-rights.org attaching a cv, 3 professional references and a cover letter letting us know how you fit the role. Details can be found here.

Project: Strengthening Safety, Protection and Peaceful Co-existence for Women and Youth in Northern Uganda (SPACE)

Location: Kampala, flexible to travel regularly to refugee settlements in Northern Uganda

Duration of contract: 36 months

Introduction

IRRI's vision is of a peaceful world where every person enjoys rights, security and dignity. Our mission is to promote and protect human rights in conflict and displacement, through research, advocacy and meaningful partnerships. We work to ensure the voices of the displaced and conflict affected communities are not only heard but heeded at the international level through our evidence based advocacy that is built on solid field based research and analysis.

Strengthening Safety, Protection and Peaceful Co-existence for Women and Youth in Northern Uganda (SPACE) Project

This project seeks to reduce the gaps in access, delivery and uptake of justice for refugees and host communities in Northern Uganda. The lack of access to justice has resulted in increased social injustice and conflict within the host and refugee communities in Adjumani, Arua and Lamwo. In mitigating this situation, the Project will increase access to justice and peaceful co-existence among refugees and host communities, which will contribute to safety, protection and wellbeing among refugees and host communities. This will be done through training, refresher courses, support & facilitation, capacity building, research, media, community and legal structures, advocacy and monitoring. The Project is based on the idea that justice providers should function as a coherent and integrated system that responds effectively to the rights and justice needs of justice users, including victims of SGBV. The Project is being implemented by a Consortium consisting of IRRI, BRAC Uganda and HANDLE Uganda.

Key areas of responsibility:

The Project Co-ordinator will have the overall responsibility for co-ordination and implementation of the Project and other tasks as may be assigned. In particular, the Project Co-ordinator will be responsible for:

Project management and implementation:

- leading the Project Co-ordination Team (PCT);
- Undertaking overall responsibility for co-ordinating the implementation of the Project

- Providing guidance and technical back-stopping to the implementing partners (Consortium) and other institutions,
- Standardising methodologies and approaches;
- Ensuring that the project is proceeding according to the expected deliverables and troubleshoot any challenges in implementation;
- Ensuring knowledge management and capacity development across the Consortium, that will be necessary for Project implementation;

Co-ordination:

- Co-ordinate with the SPACE Consortium of Partners to ensure synergies and coherence within the Consortium;
- Co-ordinate with partners on the ground including refugee-led organisations, local NGOs and CBOs collaborating on the project;
- Co-ordinate with government partners, UNHCR and other stakeholders that are collaborating on the project to ensure integration of project initiatives;
- Ensuring harmonisation, co-ordination and implementation of technical, and administrative activities of the Project among all the actors;

Supervision:

- Supervising the project team including project officers and assistants (including those of BRAC and HANDLE) and facilitating their delivery of project milestones;
- Ensure that technical relevant inputs and support are provided to the Project Team;

Monitoring, Evaluation and Learning (MEAL):

- Co-ordinate consortium partners in monitoring and evaluation and learning;
- Ensuring that the outputs from the baseline and operational research provide data for programming as well as monitoring and evaluating the results of the project, and fostering learnings;

Representation and reporting:

- Presenting reports and updates of the SPACE Project at different fora.
- Making reports and recommendations for project implementation to the Project oversight bodies and the designated persons from each Consortium partner organisation;

Financial management:

- Provide oversight of institutional budgets to ensure that programme activities are completed within budgetary limits and monitor expenditure;
- Ensure timely and high quality financial and narrative reporting in compliance with contractual obligations.

Qualifications:

Essential

- Master's degree in Social Science or a Bachelor's degree with relevant work experience in lieu of a postgraduate degree;
- Minimum of 5 years working experience;

- Minimum 3 years of experience in project management, including experience of working in refugee rights, report writing and Monitoring, Evaluation and Learning
- Experience of financial management, including budgeting, and active budget management, and an understanding of financial controls and risk management;
- Excellent people management skills and commitment to working through systems of community participation and accountability;
- Demonstrable ability to communicate with others and building strong working relationships
- Politically and culturally sensitive with qualities of tact and diplomacy;
- Fluent in written and spoken English.

Desired

- Knowledge and fluency of regional languages including Kirundi, Lingala, French and Arabic is an added advantage;
- Experience working in Uganda is preferred;
- Experience in training and capacity building is desirable;

Application Procedure

Qualified and interested candidates are hereby requested to send:

- A CV, indicating their education background and professional qualifications, including past experience;
- At least three (3) professional references;
- A cover letter which includes a brief description of why the individual considers themselves most suitable for the position;
- Location and full contact details of the applicant.
- Send you application to recruitment@refugee-rights.org

The Applications **MUST** be sent via EMAIL ONLY and should be received before or on **19 February 2021**.