

JOB DESCRIPTION

Position: Project Officer – SRH (Out-of-school)

Reports to: Project Manager

Department: Programs

Duty Station: A4HU Mityana Field Office

Job Purpose:

Under the supervision of the Project Manager, the Project Officer will oversee the implementation, monitoring, reporting, and capacity-building initiatives for Sexual and Reproductive Health (SRH) interventions targeting out-of-school youth. The officer will ensure program deliverables are achieved in collaboration with District Health Departments, health facilities, community leaders, Civil Society Organisations (CSOs), and youth structures.

Key Responsibilities:

Program Implementation & Technical Support

- Support youth structures (Peer Educators, Peer Facilitators) and health workers in implementing evidence-based, culturally appropriate, and high-impact SRHR interventions.
- Ensure SRHR activities for out-of-school youth align with project plans and local needs.
- Lead community mobilization efforts and implement effective Behavior Change Communication (BCC) strategies to promote demand for SRHR services.
- Conduct capacity-building sessions for Youth Clubs, Peer Educators, and health workers on SRHR topics, including life skills, youth-friendly services, and reporting.
- Identify, respond to, and report SRHR-related issues in accordance with project guidelines.
- Strengthen community accountability mechanisms to address beneficiary feedback.
- Develop and implement male engagement strategies to foster champions for SRHR.

Coordination & Representation

- Collaborate with Local Governments, Health Centers, CBOs, FBOs, and other stakeholders in joint planning and implementation of activities.
- Represent A4HU in SRHR-related coordination meetings, Technical Working Groups, and other relevant forums.

Monitoring, Evaluation & Reporting

- Oversee routine data collection from health facilities (YFCs) and Youth Clubs for reporting and planning.
- Analyze program data in collaboration with M&E staff to assess progress and address gaps.

- Monitor project effectiveness by tracking quarterly targets and indicators.

Administration & Financial Management

- Contribute to the development of costed implementation plans, performance reviews, and reports.
- Ensure proper management of A4HU assets in compliance with organizational policies.
- Prepare periodic budget forecasts and monitor expenditures on SRHR activities.
- Collaborate with the Project Manager and Finance Unit to reconcile budgets and expenditures.

Additional Duties

- Support the development of program communication materials.
- Demonstrate initiative, analytical skills, and integrity in completing assignments.
- Promote results-based management (RBM) and client-oriented approaches in line with A4HU values.
- Perform other duties as assigned.

Qualifications & Competencies:

- Relevant degree in Public Health, Social Sciences, or a related field.
- Proven experience in SRHR programming, preferably with out-of-school youth.
- Strong coordination, monitoring, and reporting skills.
- Excellent communication and community engagement abilities.

Application Process:

A4HU is an equal opportunity employer committed to hiring qualified personnel.

Interested candidates should submit:

- A CV
- A motivation letter (including salary expectations)
- Reference the job title in the subject line

Note: This contract covers 8 months.

Applicants should be residents of Mityana, Kassanda districts.

Youth in the district are encouraged to apply.

Submit to: jobs@a4huganda.org or hand-deliver to:

Address: Plot 17, Naziba Close, Lubowa

Attn: National Team Coordinator – Admin & Human Resource

Deadline: August 31, 2025

Ideal Start Date: ASAP

Note: Only shortlisted candidates will be contacted.