

# Community Development Facilitator T.V.E Training UPLIFT Project

Location: [Africa] [Uganda]

Town/City: Kampala

Category: Food Security & Livelihood

## Back ground

World Vision Uganda (WVU) is a Christian relief, development and advocacy non-government organisation dedicated to working with children, families and communities to overcome poverty and injustice. We currently work in 43 districts and have 48 Area Programmes implementing projects in health & nutrition, water, sanitation & hygiene (WASH), livelihoods & resilience, education and child protection. World Vision (WV) is committed to the protection of children and adult beneficiaries from exploitation and abuse and will not employ people whose background is not suitable for working with these beneficiaries. All employment is conditioned upon the successful completion of all applicable background checks, including criminal record checks where possible.

Due to expansion in scope of our programmes, we are now seeking for a qualified and passionate individual willing to share in our vision and join the team in the following role.

**Position:** Community Development Facilitator - Technical Vocational Education Training - UPLIFT

Project – (Re-Advertised)

**Report to:** Project Manager

**Location:** Kampala - National Office

**Purpose of the position:**

Facilitate and guide project Technical Vocational Education Training (TVET) activities among youth in ways that meets WVU standards, for improved and sustained quality of life of youth in urban areas. He/She will be responsible for the day to day planning, implementation and monitoring of project Technical Vocational Education Training (TVET) interventions in the project areas through effective coordination working with beneficiaries and project partners.

**Key Outputs/Responsibilities.****Project Implementation.**

- Participate in the implementation of labor market and tracer studies with the purpose of identifying economic sectors and related occupations that have the greatest potential for employment creation among the youth.
- Support in identification and engagement of institutions to offer Vocational training.
- Identify and select youths for Vocational skills training in the project areas.
- Play a leading role in providing support, guidance and advice on possible employment opportunities to TVET providers and TVET trainees.
- Lead facilitation of life planning skills training for vocational skills trainees (Pre and Post Vocational Life skills training).
- Identify occupational and skill set gaps which should be addressed in order to improve employment opportunities for youth with a focus on girls and disability within project areas.
- Gather and analyze beneficiary and community perspectives in relation to TVET support area.

- Prepare monthly, midterm and annual activity work plans.
- Monitor the progress of the TVET Project component against the indicators of the log frame.
- Organize and involve Community stakeholders in project implementation and monitoring.
- Contribute to the establishment of mentorship youth groups in the operational areas.
- Ensure that the project is implemented according to the LEAP guidelines and WV regulations.
- Prepare activity budgets as per budget allocation.
- Ensure proper and timely accountability of funds.
- Manage financial and asset resources used in line with policy guidelines.
- Provide accurate and timely variances explanations on over and under expenditures.
- Participate in the Baseline, Mid-term and End-term evaluations of the project.

## **Coordination**

- Co-ordinates activities within the TVET component of the project including partnership liaison.
- Follows up the project monitoring system, updates information concerning the progress of the project, periodically documents and reports the results of the activities

- Facilitates communication with different stakeholders.
- Observes topics directly related to the project through evaluation by the press, direct dialog, forum participation, public hearings, seminars, etc.
- Assists in the planning, coordination, and documentation of meetings, workshops, seminars and other activities of the project, focusing on the technical aspects.
- Contribute to enhanced awareness/reputation of technical and vocational education as a means to improve employment and income perspective of youth.
- Supports public relations pertaining to TVET project activities in the project.
- Supports short-term consultants and experts of the project to fulfill their tasks during their assignment nation.

### **Partnerships, networks and coalitions**

- Facilitate networking with local government institutions and other partners within Kampala in planning and implementation of programs.
- Identify and nurture local partnerships with grassroots civil society organizations, Religious institutions and Local councils.
- Engage micro, small and medium enterprises, business associations/trade unions and cooperatives in the identification of occupations and occupational skill sets for potential employment opportunities for the youth.
- Identify specific private sector stakeholders who are prepared to identify and support potential self-employment opportunities for the young people within the project.

- Facilitate growth of strong grassroots movements on specific advocacy issues affecting youth employability within the project areas.
- Form and support community mentorship forums for further employability linkages.
- Support capacity building of TVET institutions to provide employment-assured trainings to all trainees.
- Support vocational graduate's efforts in finding employment opportunities upon completion of vocational skills training.
- Strengthen the capacity of staff of TVET providers on business plan development and micro-entrepreneurship.
- Support graduates in preparing business plans for self-employment and applying for micro-finance loans.
- Support TVET graduates in the development of market value chains and product lines for internal and external markets.
- Work closely with internal departments, project partners and external stakeholders and ensure good working relations prevail.
- Represent World Vision at stakeholder meetings in the division and be a regular advocate on issues in the area of Health, Livelihoods, and Education and Child Protection sectors.

### **Monitoring, Documentation and Reporting**

- Review of monitoring reports from TVET providers and other partners and submit consolidated report to the project manager.

- Monitor progress of programme/project interventions against plans within the Project.
- Submit monthly work plans and reports in the alignment with the project design.
- Supervise, monitor and evaluate internship/ apprenticeship activities in order to ensure that the interns and apprentices trainees receive quality training in terms of time, access and hands-on practical opportunities during the training activities.
- Document and share the most significant change stories of TVET beneficiaries.
- Produce timely reports on monitoring giving both quantitative and qualitative data/information measuring progress against set benchmarks/indicators; highlighting project achievements, constraints and key recommendations.
- Organize review, reflection and learning forum for Youths, Partners, community, local organizations and government to share best practices and success stories.
- Monitor and document learnings on young people to young people Life skills mentoring

### **Child protection, Gender and Disability Mainstreaming**

- Engage with internal departments and external partners to assess and address the existing child protection, Gender and Disability in the community using the existing referral pathway.
- Develop capacity building plan for TVET stakeholders in the project area on issues pertaining to Child Protection, Gender and Disability issues.
- Support advocacy to ensure Child Protection, Gender and Disability policy implementation.

- Conduct dialogue with relevant stakeholders to lobby for implementation of the existing laws.
- Support Inter-sectorial, Inter agency networking and coordination in developing Child protection programs and services.
- Undertake any other duties as assigned by the Project Manager on a case by case basis.

**Qualifications: Education/Knowledge/Technical Skills and Experience.**

- University degree in Social Science, Development Studies, Education or any relevant field.
- At least three years' experience working with communities facilitating development.
- Significant experience in implementing non-formal and formal Technical Vocational Education Trainings (TVET) among urban youth populations highly desirable.
- Aware of non-formal/formal financial environment, business operation conditions among urban youth.
- Prior experience working with local youth organizations and businesses in the private sector.
- Prior experience working in partnerships between international NGOs and local partners
- Exhibits good Networking and advocacy experience.
- Experience of high reliability and independence; working with minimal supervision in previous work.

- Familiarity with VSLA MIS, Training Needs Assessments and conducting Training of Trainers.
- Strong theoretical & practical experience with DACUM processes & coordinating TVET Trainings
- Prior knowledge and practical experience in organizing Worker's PAS assessments.
- Strong interpersonal skills for productively interacting with a range of stakeholders.
- Demonstrated high level technical and analytical skills.
- Strong facilitation and communication skills; both verbal and written.
- Good team player with ability to work alongside other team members.
- Proactive personality, self-driven and strongly motivated.
- Capacity/potential in leadership, relationship management/networking, and coordination.
- Spiritual maturity, interfaith knowledge and a biblical worldview – ability to articulate and model WV Christian identity and mission in an inclusive way.
- Ability to ride motorcycle with class 'A' riding license is a MUST
- Excellent oral and written English skills as well as good spoken Luganda.

**Work Environment:**

- The position requires riding a motorcycle while coordinating implementation of project



activities including day to day interaction with diverse project beneficiaries, partners, and stakeholders up to more than 50% of the time.

- The position also requires establishment of collaborative relationship with both the political and administrative structures within KCCA.