

UWEZO JOB DESCRIPTION: SENIOR PROGRAM LEAD

Uwezo Tanzania is a registered Non-Governmental Organization with registration number 00NGO/R/09001 under the Non-Governmental Organization (NGO) Act, 2002 on 10 January 2020.

Uwezo Tanzania is committed to improve competencies in literacy and numeracy among children in Tanzania through an innovative, citizen driven and public accountability approach to social change. For more information visit our website www.uwezotanzania.or.tz

Uwezo Tanzania is searching for a Senior program lead who will be based in Dodoma to help oversee Shule Bora project activities undertaken by the organization. The successful candidate should be curious and passionate, thirsty to experiment and learn, and open to feedback and adaptation.

Job title: Senior Program Lead

Salary Grade: 7A

Location: Dodoma

Reports to: Uwezo Executive Director

Supervises: Uwezo Partners at the Regional and District level

Start date: January 2021

Qualifications, Qualities

The applicant should have:

- At least five years of experience in community engagement program, leadership, training facilitation, program design, planning and implementation.
- Skills and knowledge in digital engagement
- Excellent writing and presentation skills in Kiswahili and English
- Attention to detail and a creative flair
- Experience with monitoring and evaluation of community engagement activities
- Willingness and experience in working iteratively, adapting based on feedback from stakeholders and government officials from national to subnational level.

Tasks:

It is anticipated that the consultant will work with Uwezo Tanzania leading the implementation of Shule Bora Project full time for approximately six years however the contract will be subject to renewal on an annual basis based on performance appraisal.

Senior Program Lead – Uwezo Tanzania - Shule Bora Project

Roles / responsibilities:

1. Overall Lead of Uwezo –Shule Bora project activities, and responsible with development of work plans, budgets and implementation strategies
2. Coordinate Uwezo-Shule Bora program activities by working with Ministries, government officials, Uwezo - Shule bora staff and other outcome leads to ensure successful implementation of activities
3. Play a liaison role to create linkages between Uwezo and Shule bora/Chemonics team and government officials in the respective Ministries of Education in all processes of designing and execution of selected interventions
4. Participate and contribute in the designing, implementation and monitoring of Shule bora outcome one intervention activities including “Jifunze” intervention to improve literacy and numeracy competencies of children aged 5-16 years, and facilitated community extended feedback interventions to strengthen partnership and collective community actions, and build synergy with school community to improve learning outcomes.
5. Design training programs, organize and conduct trainings of master trainers at regional and district level to conduct Uwezo cascading training of teachers, government/education officials and citizen volunteers who will implement teaching at the Right Level in schools and community engagement activities to enhance local partnership in promoting access to school and quality learning outcomes.
6. Lead in the development of training manuals and other intervention materials for selected interventions in collaboration with respective Shule bora lead in material development, government experts and other Uwezo staff and Uwezo partners
7. Document and keep proper record of implementation of Uwezo - Shule Bora activities, track progress and related outcomes of implemented activities
8. Receive and review implementation and financial report from the regional and district focal persons as per work done from the regions and district partners, and do payment as per engagement contract output.
9. Prepare implementation report in a monthly, quarterly, semiannually and annual basis and presenting them in the quarterly review meetings with Shule bora stakeholder

Interested parties should submit a CV and cover letter. These should be sent to the following addresses no later than midnight on **9th October, 2020**: info@uwezotanzania.or.tz and copy nkaisi@uwezotanzania.or.tz