Forum for Women in Democracy (FOWODE) is a national women’s rights nongovernmental organization based in Kampala. FOWODE wishes to fill the post below in the organization and is seeking applications.

**Job Title: Program Manager, Women and Leadership Program**

**Job purpose:** The Program Manager is of high impact as she heads one of FOWODE’s core programs. She is mandated to think strategically and innovatively for the program and ensure that the program remains highly visible and current at the national and local level. In addition, the role requires the Director to be able to fundraise and build partnerships for the program.

**Roles and Responsibilities**

1. Provide strategic direction to the program.
2. Identify fundraising opportunities for the program and together with the team raise funds for the program.
3. Participate in monitoring and evaluation of the programme activities and take appropriate steps to ensure that the programme achieves satisfactory results.
4. Identify innovations to propel the program and ensure that it remains current and relevant.
5. Develop and implement a research and advocacy agenda for the program.
6. Develop and maintain strategic partnerships for the program in particular and the organization in general.
7. Ensure the timely development and submission of program narrative reports.
8. Supervise the program officers working in the program.

**Experience, Skills & Competencies**

- At least 3 years’ working experience in a Non-governmental organization
- At least 2 years’ experience in program management
- Strategic planning and management
- Policy analysis, research and advocacy skills and experience
- Experience in fundraising
- Clear thinking with conceptual and analytical skills
- Computer literacy with working knowledge of Microsoft word, excel, power point
- Good knowledge and appreciation of women’s rights and gender

**Educational requirements**

A Bachelors’ degree and/or Master’s degree in Social Sciences, Law or Development Studies from a recognized University

A Diploma or Certificate in program planning and management will be an added advantage
To Apply

All suitably qualified candidates are encouraged to apply and submit their cover letters, a detailed curriculum vitae and copies of relevant academic documents to: hr@fowode.org.

Applications should be sent not later than Friday, 26th February 2021 at 5.00pm. Please ensure that your attachments do not exceed 5 MB.

We do appreciate your interest to work with FOWODE however, we regret that only shortlisted candidates will be contacted.