



## FORUM FOR WOMEN IN DEMOCRACY (FOWODE)

### VACANCY FOR COMMUNITY FACILITATOR

Forum for Women in Democracy is a non-partisan women's organization operating in Uganda with its head office in Kampala. FOWODE grew out of the Women's Caucus of the 1994 – 1995 Constituent Assembly (CA) that debated and passed the 1995 Constitution. The organization's mission is to promote gender equality in all areas of decision making through capacity development, community empowerment, policy engagement and strategic partnerships.

FOWODE is looking for a **Community Facilitator** to support the implementation of the organization's work in **Mityana district**. The Community Facilitator will:

#### **Roles and Responsibilities:**

1. Work with the Field Officer to undertake organizational work at the district level
2. Organize FOWODE activities at district level
3. Prepare project/activity narrative and financial reports
4. Represent FOWODE at district and other stakeholder's meetings
5. Maintain and safeguard FOWODE property at the district level
6. Contribute to the organization's visibility at district level

#### **General requirements:**

1. Must have a minimum of a diploma in Social Sciences or Education, Bachelor's Degree in Social Sciences, Development Studies, Mass Communication and any other related field.
2. Have interest in promoting gender equality and women's leadership in Uganda.
3. Have a strong command of the English language and the local language of the district.
4. Must be resident in Mityana District.
5. Ability to ride motor cycle and possess a valid riding permit.
6. Must have computer skills.
7. Must be willing to commit sufficient time for organisational activities.
8. Prior experience working with an NGO will be an added advantage.

Interested female candidates are encouraged to send their applications including their curriculum vitae and copies of academic documents to [hr@fowode.org](mailto:hr@fowode.org) or deliver to the address below;

**The Executive Director**  
**Forum for Women in Democracy (FOWODE)**  
**Plot 15 Vubya Close, Ntinda - Nakawa Road**  
**P.O. Box 7176**  
**Kampala**

Applications should be sent no later than **3<sup>rd</sup> December 2020 at 5.00pm**. *Only short listed applicants will be contacted for interviews.*