



Job Description

Job Title:	National Institutional Development Manager
Reports to:	Senior Technical Advisor, OVC
Program/Project:	USAID/ICYD
Location:	Kampala, Uganda

Background

Since 1951, World Education, Inc. (WEI) has been working to improve the lives of the poor through education and social and economic development programs. The Bantwana Initiative of World Education, Inc. is a recognized leader in delivering integrated comprehensive interventions to improve HIV outcomes and the quality of life for orphans and vulnerable children (OVC) and families affected by HIV and poverty. Rooted at the grassroots level, WEI/Bantwana builds the capacity of communities, civil society and governments to coordinate and deliver integrated comprehensive services for vulnerable children and families while strengthening structures and service delivery across the HIV continuum of care.

The USAID Integrated Child and Youth Development Activity (USAID ICYD Activity) aims to improve learning outcomes, advance HIV epidemic control in Uganda, and ensure that children and youth have the opportunity to lead resilient, healthy and productive lives. The USAID ICYD Activity will deliver critical HIV/GBV/violence prevention and response services to children and youth and their families in communities, clinics, and schools. Within USAID's Journey to Self-Reliance Framework, USAID ICYD Activity will build the operational and technical capacity of four Ugandan Primary Local Partner (PLP) organizations to become direct recipients of USG funding within two years while strengthening government capacity to deliver core services to children within an integrated referral network and case management system. WEI/Bantwana is a leader in OVC programming and organizational capacity development in high HIV prevalence countries in southern and eastern Africa.

Applicants must be based and have a valid work permit to work in Uganda. *Qualified applicants should submit their CV and supporting materials to BantwanaICYD@ug.worlded.org with the position you are applying for in the subject line.*

Job Summary

The **National Institutional Development Manager** works closely with the National Institutional Development Advisor to support the organizational development of local partners under the USAID ICYD Activity. S/he will support the development of capacity development tools, coordinate and conduct capacity assessments and provide targeted technical support to partners to strengthen their organizational systems and programs. S/he will support zonal capacity development teams to coordinate capacity development interventions for the 4 PLPs and local government systems strengthening efforts.

Key Result Areas:	Specific Responsibilities and Duties:
Capacity Development	<ul style="list-style-type: none"> ● Support implementation of USAID ICYD Activity's capacity development strategy for PLPs. ● Support design of capacity development tools, systems, and assessment methodologies for implementation in Uganda that are cost effective and efficient.



	<ul style="list-style-type: none"> ● Support consolidation of assessment results across the cohort of partners to identify and analyze organizational capacity patterns and identify new strategic directions for capacity development support. ● Support development of training materials and coordinate organizational development training that is customized to the partners needs. ● Develop and maintain the project training calendar. ● Monitor, evaluate, and report on the impact of capacity development interventions, exploring ways to deepen understanding of the degree to which interventions lead to enhanced HIV service delivery. ● Conduct periodic review/mapping of the technical and organizational strengths/assets that exist among the partners so that best practices and expertise can be exchanged locally. ● Provide strategic inputs into the overall capacity development program component, recommending adaptations based on ongoing lessons learned. ● Manage logistics for all key capacity development activities, including assessments, trainings and technical assistance. ● Support coordination of all capacity development efforts of USAID ICYD Activity. ● Manage documentation of capacity development activities. ● Provide mentoring and coaching for the Zonal capacity development teams
<p>Job Specifications</p>	<p>Minimum Qualifications</p> <ul style="list-style-type: none"> ● Minimum undergraduate degree ● At least 4 years of relevant experience in designing and facilitating training and capacity development interventions for NGOs; experience with PEPFAR/USAID programs highly preferred ● Demonstrated experience working in complex, national level programs ● Demonstrated understanding of both finance and program operations. ● Excellent interpersonal and written communication skills. ● Ability to work independently, multi-task and take initiative. ● Demonstrated analytical skills and capacity to summarize and present complex data ● Strong leadership capabilities and demonstrated potential for learning new skills.