**JOB OPENING (RE-ADVERTISED)**

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| **Position Title** | **HEAD OF PROGRAMS, Uganda** |
| **Position Grade** | **A3-A7** |
| **Duty Station**  | Kampala, Uganda, with regular field travel |
| **Contract** | 24 months, Renewable |
| **Reports to** | Country Director, Uganda. |
| **Management Responsibility** | Program Team with direct line management of Project Managers/Project Directors and Regional Coordinators in West Nile and South Western Uganda. |
| **Key Relationships** | Head of Finance and Operations, Country MEAL Manager, Communications Manager, HQ Program Manager. |
| **Context** | War Child Canada's current programming in Uganda focuses on improving access to education, livelihoods, and legal protection services for refugees and host communities, particularly youth and vulnerable groups. The country program integrates protection and resilience across interventions to address the challenges posed by Uganda's growing refugee population, which stands at over 1.7 million. War Child Canada’s country strategy aims to enhance access to legal services, improve education services and infrastructure, expand community-based mentorship for livelihoods, and promote self-reliance among refugees through resilience programming. Keyprojects include the BRIDGE initiative, expands youth access to quality education through Accelerated Education Programs, transitioning them into TVET and higher education for workforce preparation and the Geared for Success project, which improves access to education and protection services for refugee and host communities. War Child Canada is scaling market-oriented education through vocational training and entrepreneurship support, with a focus on gender inclusion and youth empowerment. Protection initiatives include case management, legal aid services, and mental health and psychosocial support, with efforts to integrate these services into education programs. The program emphasizes capacity building for local organizations and community engagement, particularly refugee-led organizations, while adapting to Uganda's dynamic context, including conflict-driven refugee influxes and economic pressures. |
| **Position summary** | The Head of Programs is a senior leadership position within War Child Canada, Uganda, and a key member of the Senior Management Team (SMT). This role provides strategic oversight and leadership in the design, implementation, delivery, monitoring, and evaluation of War Child Canada's programs in Uganda to ensure effective management and support program growth. The Head of Programs actively contributes to the development, implementation, and review of the country program's strategic and operational plans, policies, standards, and guidelines. |
| **Responsibilities**  | **PROGRAM STRATEGY, DIRECTION, AND IMPLEMENTATION (40%)*** Collaborate with the Country Director and Senior Management Team (SMT) to provide leadership, oversight, and guidance on program strategy, direction, and implementation.
* Support the development and use of robust M&E frameworks, centralized data collection systems, program management systems, and operational tools.
* Develop and implement internal mechanisms for institutional learning, quality control, and programmatic integration, with guidance from the Country Director (including tracking of key changes in the operating landscape and leveraging key opportunities to enhance organizational and programmatic growth).
* Provide leadership in identifying and testing key innovations which can enhance the effectiveness of existing programs, as well as, designing/fundraising for new innovative programs aimed at strengthening humanitarian, recovery and resilience support to child and communities affected by conflict.
* Ensure all programming adheres to Minimum Standards and aligns with internationally recognized best practices.
* Oversee the management and cultivation of key donor relationships and develop comprehensive donor engagement strategies.
* Provide mentoring, training, and support to staff as needed to build capacity and enhance program performance.
* Continuously monitor program performance to ensure objectives are achieved in line with program plans, log frames, and agreements; chair regular program review meetings for technical and strategic evaluation.
* Promote integration across War Child Canada’s interventions to maximize program impact.
* Oversee program budgets, forecasts, and expenditures to ensure proper grant management and accountability, working closely with the Finance Department.
* Provide technical assistance to program teams and source additional support as necessary based on program needs.
* Contribute to the development, implementation, and monitoring of child safeguarding and security protocols.
* Integrate gender-sensitive approaches and prioritize marginalized groups, including women, girls, and persons with disabilities.
* Ensure programs support climate resilience and adaptation.
* Engage stakeholders to influence policy and promote War Child Canada’s agenda
* Build local partner capacity, including Refugee-Led Organizations (RLOs), for sustainable program delivery.

**PROGRAM DESIGN AND DEVELOPMENT (35%)*** Lead the rollout and application of War Child Canada’s Program Framework to strengthen program design and delivery.
* Enhance organizational capacity for effective program implementation through strategic and operational planning processes.
* Oversee the implementation and monitoring of the Country Strategic Plan.
* Ensure compliance with donor management and reporting standards, including oversight of narrative reporting.
* Develop and maintain long-term strategies with key program partner organizations.
* Build the capacity of local partner organizations in program design, development, and implementation as needed.
* Oversee the design and development of new programs, including emergency and development programming, in collaboration with field and head-office staff.
* Facilitate opportunities for learning and knowledge-sharing across the organization and with War Child Canada staff leads, in coordination with the Country Director.
* Conduct assessment visits to potential new areas within Uganda as needed.
* Supervise, motivate, and manage the performance of Project Managers and other relevant programming staff.

**INSTITUTIONAL FUND DEVELOPMENT (25%)*** Develop and implement institutional fundraising strategies aligned with War Child Canada’s Program Framework.
* Collaborate with the Country Director to establish and pursue long-term growth strategies for both existing and prospective in-country donors.
* Cultivate and sustain strategic relationships with donor agencies, including UN bodies and other stakeholders.
* Actively build and maintain positive partnerships with INGOs and local organizations in Uganda.
* Represent War Child Canada at Cluster Meetings, program coordination forums, UN/NGO meetings, and other relevant platforms.
* Oversee the development of detailed funding proposals and budgets, liaising with in-country donors as needed, in collaboration with the Senior Management Team.
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| **Requirements:** | **Knowledge and Experience:*** Master's Degree in International Development, International Relations, Rural Development, or a related field, or equivalent demonstrated experience in relevant areas.
* At least ten years of senior management experience leading complex development programs, with proven program leadership responsibilities.
* Strong technical expertise in livelihoods, or specialization in one or more of War Child Canada’s key programming areas.
* Proven success in initiating, developing, and securing support from a diverse range of institutional and government donor agencies.
* Extensive experience with monitoring and evaluation methodologies, tools, and systems to ensure program effectiveness.

**Skills and Abilities:*** Proven ability to think strategically, prioritize tasks, and meet deadlines in a complex and dynamic environment.
* Strong interpersonal skills, with the ability to collaborate effectively with diverse teams across various backgrounds and organizational levels.
* Exceptional diplomatic skills, able to establish and maintain positive relationships with partners, donors, and stakeholders in sensitive and challenging environments.
* Excellent written and verbal communication skills in English, with the ability to produce high-quality project proposals, reports, and other formal communications.
* Strong problem-solving abilities, with a demonstrated capacity to work independently and with minimal supervision.
* Willingness and flexibility to travel beyond Kampala as required by program needs.
* Adaptable and resilient, with the ability to thrive in a demanding and sometimes insecure working environments.

**Personal Attributes:*** Affinity with War Child Canada’s mandate.
* Politically and culturally sensitive with qualities of patience, tact and diplomacy.
* Creative, energetic, adaptable, and flexible.
* Stress-resilient to be able to cope with deadlines and complex problems.
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