

Terms of Reference for Refugee Specialist

Job title:	Refugee Specialist
Number of positions:	One (1)
Reports to:	Project Coordinator, MGLSD
Duty Station:	MoGLSD Headquarters (Kampala)
Duration of contract:	24 months with 4 months' probation

Job Purpose

The Refugee Specialist will be responsible for coordination and implementation of all project sub-component interventions in refugees and hosting districts.

Duties and Responsibilities:

- a) Provide strategic guidance, leadership, management and general technical oversight of the refugee interventions on supporting Women's Empowerment and Enterprise Development Services; Access to Finance for Women Entrepreneurs; Enabling Infrastructure and Facilities for Women Enterprise Growth and Transition as well as policy Innovation and Evidence Generation in in refugees and hosting districts
- b) Lead, manage, supervise and support the implementation sub-component heads/teams to implement refugee interventions with partners such as OPM, UNCHR, among others
- c) In collaboration with the Social Development Specialist, manage the unintended adverse impacts of women economic empowerment under the GROW Project, including social cohesion risks between refugees and host community members.
- d) Act as the overall focal point person for all project related activities implemented in the Refugee Host Districts.
- e) Take lead in initiation and monitoring of project activities in RHDs and ensure attainment of quality outputs and outcomes
- f) Support teams in continuously developing operational efficiencies and driving innovations in delivery, ensuring that the project meets established objectives and targets and delivers value for money;
- g) Develop programmatic solutions and policy recommendations based on best practices for challenges identified in the supporting refugee women in business in Uganda;
- h) Ensure that communication with various partners is regular, on time and up to standard, including assuring that all reporting requirements are maintained to World Bank's/GoU standards. In addition, ensure constant communication with implementing partners to support project delivery;
- i) Coordinate the development and implementation of monitoring tools and systems for implementing refugee interventions;
- j) Take part in the development and review of the Project Operations Manual and other necessary documents to ensure RHDs are catered for.
- k) Perform any other duties as may be assigned from time to time by the Project Coordinator.

Qualifications

- a) A Master's Degree in Development Studies, Social Work and Social Administration, Business Administration or any other related discipline.
- b) Possession of a Postgraduate Diploma in Gender Studies or related field

Experience and Competencies

- a) Eight (8) years' experience community development interventions including a minimum of two (2) years on work related to refugees.
- b) Knowledge and experience in stakeholder analysis, engagement and managing conflicts.
- c) Demonstrable knowledge on social protection, rural development, gender mainstreaming, poverty alleviation, food security, livelihood promotion and working with donors and development agencies in forced displacement settings.
- d) The candidate should possess good writing and presentation skills.
- e) S/he should be able to work independently with little or no supervision and strong motivation and ability to work and deliver under short deadlines.

Deliverables

- a. Refugee monitoring and reporting tools.
- b. Progress reports on performance of interventions in RHDs.
- c. Capacity building report for project implementation teams on Refugees and Refugee Host Communities.
- d. Reports on Grievance Redress in RHDs.
- e. Project Completion Reports with emphasis on all social risks in the RHDs.