

JOB ADVERTISEMENT

Position: Project Officer- One Position

Duty Station: Kampala

Job Type: Fixed-Term Contract

Organisation Background

Luigi Giussani Foundation (LGF) is an indigenous impact organization that has, for the past 17 years, addressed educational challenges across Uganda through research and capacity building at all levels of the education system. LGF implements education and capacity-building programmes in both refugee and non-refugee contexts, guided by a vision to transform the education ecosystem to nurture dynamic, self-aware, and responsible learners and educators.

Project Summary

The Girls Education and Mentorship Support (GEMS) project is a collaborative initiative implemented by Luigi Giussani Foundation (LGF), Love Your Neighbour Partners in Community Empowerment (L-PACER), and Community Concerns Uganda Initiative (CCUg), in 10 districts within Busoga sub-region. The project adopts a Gender Transformative Whole System Approach to enhance learning outcomes for in-school and out-of-school girls through activating higher-order thinking and socio-emotional skills.

Job Summary

The Project Officer will support implementation of the GEMS project and provide hands-on field delivery of education-related activities. The Project Officer will work closely with key stakeholders to ensure project effectiveness and impact in the districts of implementation.

Key Responsibilities

- Support the implementation of project activities
- Assist in the coordination of training programmes, workshops, and stakeholder engagements.
- Facilitate communication between LGF, partners and relevant stakeholders to ensure coordinated and effective field implementation.
- Support material development and participate in the delivery of trainings as a facilitator
- Provide on-site coaching, mentoring, and feedback to teachers, school leaders and other school-based facilitators.

- Support community dialogues and parental engagement activities that strengthen practical support for girls' re-enrolment, retention, completion.
- Support data collection, monitoring, and reporting to track project progress
- Support preparation of quarterly, bi-annual, and annual reports, as well as activity reports and learning briefs.
- Maintain accurate project records, ensuring proper documentation of activities and impact
- Identify potential risks and propose mitigation strategies to minimize their impact on project outcomes
- Represent LGF in field-based engagements, trainings, and implementation meetings as delegated.

Job Requirements

Qualifications and Experience

- A minimum of a Bachelor of Science with Education
- A Post graduate diploma in Project Planning and Management or Monitoring and Evaluation is an added advantage.
- At least five (5) years of experience in education programme implementation or related work.
- At least 5 years of classroom teaching at secondary level.
- Strong organizational and coordination skills with keen attention to detail.
- Excellent communication and interpersonal skills, with the ability to engage diverse stakeholders.
- Proficiency in Microsoft Office applications (Word, Excel, and PowerPoint).
- Ability to work independently and collaboratively in a fast-paced environment.
- Good presentation and facilitation skills.

Preferred Attributes

- Experience working with teachers, school leaders, or education institutions.
- Knowledge of gender-responsive and inclusive education approaches.
- Willingness and ability to travel extensively within the region of implementation.

Application Procedure

Interested candidates should submit their Cover Letter (addressed to the Human Resource Manager, Luigi Giussani Foundation), most recent Curriculum Vitae, and Academic Documents in a single PDF document through the following link:

<https://forms.gle/ZtEvV9MMm4Nk3azD8>

Applications should be sent no later than **Friday, 23rd October 2026**.



Gender Equality & Equal Opportunity

LGF is an Equal Opportunity Employer committed to fostering an inclusive and diverse workplace. We do not discriminate against any individual based on race, religion, color, national origin, sex, gender, age, marital status, veteran status, disability, or any other characteristic protected by applicable law. We value the unique perspectives and contributions of all our employees and are dedicated to ensuring equal opportunities for everyone.