



## **RECRUITMENT FOR A COUNTRY DIRECTOR**

The Palliative care Association of Uganda is a non-government organization which was established in 1999 to support and promote palliative care in Uganda. It is mandated to accelerate the integration of palliative care into the health care systems of Uganda, through Capacity building, Advocacy, Research and Resource mobilization. PCAU is a membership organization and has individual and organizational membership.

It is an exciting time at PCAU, we are celebrating 20 years of existence. We are seeking for a New Country Director who will work in close collaboration with the Board of Directors, to provide strategic direction, lead, influence PCAU's vision "Palliative Care for all who need it in Uganda".

The Country Director will provide strategic leadership to the organization by empowering and developing staff and partners, and rallying palliative care constituencies to prioritize and deliver PCAUs mission. S/He will lead and oversee all aspects of strategic, policy, organizational, and program objectives of the Association.

The Country Director will be responsible for representing PCAU internationally and nationally at all times. S/He will work with the Board and the Ministry of Health to develop policies and guidelines for palliative care, as well as secure funding for the organization. S/He will lead in Donor engagement, sustain trust and advance a pipeline of funding partners.

**Position:** Full Time

**Location:** Kitende on Entebbe Road

**Responsible to:** PCAU Board

**Qualifications:**

Master's degree in Public Health or any other Health related Courses, Social Work, Business Administration, Project Planning and management. Master's degree in Palliative care is an added advantage.

**Requirements:**

- Not less than two years work experience at a Director level in a reputable organization.
- Demonstrable track record of donor engagement and fundraising.
- Passion and adequate knowledge in palliative care
- Good Advocacy skills with Government and Palliative care Sector players
- Grant management, compliance and reporting skills
- Excellent communication skills
- Good team player

**Roles:**

1. Directing and guiding the Palliative care Association of Uganda (PCAU).
2. Promote PCAU's corporate image in execution of its duties Internationally and Nationally
3. Develops the strategic plan and ensures that the operational plans of PCAU are met
4. Work closely with the board to identify resources to run the Association.
5. Manage all the resources of the organization
6. Ensure compliance with all donor requirements as stipulated in the various contracts and corporate agreements including but not limited to:
  - a) Ensure all donor obligations and requirements are met
  - b) Work with the management to ensure that deadlines are met
  - c) Reports are written and submitted on time.
  - d) Work with the finance team and ensure budgets are tracked, and money is spent appropriately
  - e) Promote general accountability among all staff
  - f) Establishing a system for grant review and control by developing target measurements for each grant against authorized proposals, work plan, time line and budget
7. Identifying potential partners and assisting them to appraise their capacity; identifying key areas where PCAU might provide support
8. Establish and maintain existing and new strategic collaborative relationships in program development and implementation
9. Assist the board in the screening and hiring of new staff and appraise them regularly

**The job description is not exhaustive and the post holder will be expected to be flexible and to undertake other duties that may become necessary with the development of PCAU**

Please Note

1. Applicants should forward their application and copies of the relevant documents to the Board Chair of the Palliative Care Association of Uganda on line.
2. Only application sent on line will be received. All applications will be received via [pcau.admin@pcau.org.ug](mailto:pcau.admin@pcau.org.ug).
3. **Application submission deadline is 23<sup>rd</sup> September 2019**
4. PCAU will contact shortlisted candidates only.