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**Title:** Leadership Development Officer

**Positions:** 6

**Reporting to:** Leadership Development Coordinator

**Contract duration:** 1 year (renewable)

**Duty station:** Buikwe, Bigiri, Namayingo, Mukono

### About Teach For Uganda

At Teach For Uganda (TFU), we believe that every child in Uganda regardless of their socio-economic background will attain an equitable and quality education in Uganda. We recruit, train and place top university graduates and young professionals in high need primary schools across Uganda to serve as full-time teachers committed to improving the education outcomes of less-privileged children while developing their leadership skills in a 2-year teaching fellowship. We currently operate in 7 districts i.e., Mukono, Bugiri, Namayingo, Buikwe, Mayuge, Namutumba and Kayunga with 150 partner schools, 325 fellows and 58 Alumni.

As a non-profit organization working towards achieving an ambitious goal in a challenging environment, we are looking for an exceptional individual who embodies our core values, is self-driven, honest, a strategic thinker, detail oriented and has a knack for numbers to add to our dynamic staff and help fulfill our mission.

### Position overview

The leadership Development Officer is responsible for training and support of Teach For Uganda Fellows both before and during their fellowship to ensure Fellows' growth and impact as leaders both in the classroom (as measured by student achievement) and beyond. Leadership Development Officers (LDOs) play a fundamental role in TFU's work, as they are directly in charge of delivering pedagogical and leadership support to Fellows.

### Roles and Responsibilities

#### Fellow coaching and management (35%)

- Coach Fellows by conducting regular classroom observation; providing feedback on instructional techniques, classroom management, and curriculum; modeling learner centred teaching; sharing best practices and resources; and conducting weekly check-ins and reflections.
- Build team culture of Fellows and mentor Fellows to help them transition into alumni who are lifelong advocates for educational equity.
- Support Fellows in setting long-term goals and benchmarks for their own leadership development in addition to that of their Learners and check progress.
- Collaborate with Head of Training and Support to reflect on progress towards goals, continuous professional development and effectiveness as a team.
- Collaborate with other Leadership Development Officers to problem solve challenges and share best practices and solutions.
- Seek out and create opportunities for professional exposure, development and mentorship during the Fellowship to prepare Fellows for success as alumni.
- Manage a team of fellows to help them adapt to a rural setting and build their capacity to dramatically impact student achievement levels in the classroom.

#### Program design (35%)

To nurture leaders who are committed to advancing equitable access to quality education in low-income communities.



- Plan, design, write and facilitate sessions in various thematic areas at pre-service, in-service and leadership development training programs for Fellows, with guidance and support from the Head of Training and Support.
- Plan, project manage and coordinate logistics to ensure training sessions are achieving goals and outcomes during pre-service, in-service and leadership development training programs.
- Plan and conduct activities with Fellows, including excursions, team building activities, and training sessions.

**Stakeholder management (20%)**

- Engage and maintain strong working relationships with head teachers, school management committees, teachers, students, parents, community leaders and the District Education Office.
- Work with the Head of Training and Support to design and facilitate teacher and head teacher trainings.
- Serve as point of contact between placement schools and the organization.
- Manage organization's relationship with local government leaders, and other development partners.

**Vision, goals and strategy setting (10%)**

- Support Fellows in setting long-term goals and benchmarks for their own leadership development in addition to that of their students and check progress.
- Collaborate with Head of Training and Support to reflect on progress towards goals, continuous professional development and effectiveness as a team.

**Impact assessment and solution development (10%)**

- Assess needs of each Fellow and differentiate support accordingly.
- Problem solve and develop solutions for challenging professional issues faced by Fellows.
- Help Fellows analyze student data to improve their teaching effectiveness.
- Collect and analyze data to measure Fellow's impact on student achievement and evaluate effectiveness of training and support.
- Conduct Fellow satisfaction surveys and work with the Monitoring and Evaluation lead to analyze results.

**Minimum Requirements:**

- Bachelor's degree in Education from a reputable university.
- 3+ years of full-time teaching experience
- Experience designing and facilitating training sessions
- Ability to set goals and use data daily to guide actions
- Deep understanding of and strong alignment to Teach For Uganda mission, vision and core values
- Strong belief that every child can learn and achieve high results
- Knowledge of Uganda's Education system is a must

**Preferred Competences**

- Excellent people management skills
- Ability to ride a motorcycle (this will be tested) with a valid class A riding license.
- Excellent written and verbal communication skills.
- Coaching experience beneficial.
- Experience working in rural communities.



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- Exceptional attention to detail to ensure content is of the highest possible quality
  - Strong pedagogical skills, including planning (lesson and long-term level), delivery, classroom management and student engagement.
  - Desire to work in fast-paced, results-oriented culture and ability to work in rural setting.
  - Report writing

**How to Apply:**

Please email your resume with 3 professional referees and a copy of your valid riding license to [jobs@teachforuganda.org](mailto:jobs@teachforuganda.org). Please indicate the position applied for in the subject line of your email by **12<sup>th</sup> June, 2023**. Only short-listed candidates will be contacted. For more information about Teach For Uganda, visit us at [www.teachforuganda.org](http://www.teachforuganda.org).