
Job Title: Program Manager

Reference No: TFU/25/017

Position: 01 Vacancy

Reporting to: Head Of Programs

Duration: 1 Year (Renewable)

About Teach For Uganda

We are an indigenous non-profit organization that nurtures leaders who are committed to advancing equitable access to quality education for children in low-income communities in Uganda through a two-year teaching as collective fellowship. We recruit, train and place graduates from varied academic backgrounds to serve as full-time teachers (fellows) in underserved primary schools to improve foundational literacy and numeracy skills for children while developing their leadership skills. Post fellowship, our alumni become lifelong advocates of quality education as community leaders, social entrepreneurs, and policy influencers collectively addressing the systemic challenges that hinder children from fulfilling their potential. Teach For Uganda (TFU) currently operates in 10 districts i.e. Kayunga, Mukono, Buikwe, Bugiri, Namayingo, Buliisa, Kibaale, Hoima, Kikuube, and Kagadi; impacting over 74,000 children in 183 schools

Position Overview

The Program Manager will lead the implementation of Teach For Uganda's STEM Fellowship program, ensuring quality delivery, strong student outcomes, and Fellow leadership growth. He/she will manage and coach Program Officers, drive data-informed decision-making, and build strategic partnerships to advance equitable, high-impact STEM education in underserved secondary schools.

Performance Objectives

Strategic Program Implementation Leadership (35%)

- Develop and execute annual and termly implementation plans aligned with TFU's strategic goals and Uganda's Competence-Based Curriculum (CBC).
- Supervise and support Program Officers to ensure timely, effective, and consistent field delivery.

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- Conduct regular field visits to assess quality, identify implementation challenges, and design improvement strategies.
 - Establish and enforce program quality standards, ensuring fidelity of delivery and consistency of Fellow experience.
 - Translate organizational goals into clear operational targets for Program Officers, Fellows, and schools, ensuring consistency and accountability in delivery.
 - Identify and mitigate risks that could affect program quality or outcomes; maintain a proactive risk management log.
 - Lead reflection and learning sessions with Program Officers to capture lessons and improve practice.
 - Ensure all activities comply with safeguarding, donors, and organizational standards.
 - Ensure that implementation data is used to improve program design, training content, and field support strategies.
 - Develop Programs report as and when needed

2. Team Leadership and Coaching (30%)

- Directly supervise and coach 8 Program Officers, ensuring they effectively support Fellows' teaching practice, leadership development, and community impact.
- Establish clear performance goals and KPIs for each team member and conduct regular one-on-one check-ins, performance reviews, and coaching sessions.
- Facilitate team learning spaces, promoting collaboration, problem-solving, and peer learning among Program Officers.
- Build a positive, accountable, and high-performance culture, grounded in TFU's core values and leadership competencies.
- Identify and address capacity-building needs through continuous professional development and mentoring.

3. Data-Driven Decision Making and Learning Loops (15%)

- Lead the collection, synthesis, and interpretation of data related to Fellow performance, student outcomes, and school impact.
- Collaborate with the M&E team to ensure real-time data dashboards inform decisions and adaptive planning.
- Facilitate termly reflection and learning sessions with Program Officers to capture insights and translate lessons into actionable improvements.

- Ensure data integrity, accuracy, and timeliness of all program reports and submissions.
- Contribute to the development of learning frameworks that measure program effectiveness and Fellow growth trajectories.

4. Stakeholder Engagement and Partnership Management (10%)

- Build and sustain strong relationships with school leaders, district education officials, and community stakeholders to ensure smooth program delivery.
- Represent TFU at district, regional, and national education platforms, championing the value of the Fellowship and its impact on learning outcomes.
- Coordinate with schools to create enabling teaching environments and ensure shared accountability for student learning.
- Proactively manage community and school-level challenges, ensuring issues are resolved collaboratively and constructively.
- Document and share impact stories that showcase program success and influence education discourse.

5. Cross-Functional Collaboration and Strategic Alignment (10%)

- Partner with the Design, Learning and Training teams to ensure alignment between training content and field implementation needs.
- Collaborate with the M&E team to establish shared metrics and frameworks for assessing impact.
- Work closely with the Alumni and Partnerships teams to ensure seamless transition of Fellows post-program.
- Participate in strategic planning and leadership meetings, providing field-based insights that shape program strategy.
- Promote information sharing, documentation, and alignment across all program functions.

Required Qualifications and Experience

- Bachelor's degree in education, Development studies, social works and social administration, Project planning and management. related field.
- 5+ years of experience in Program Management, Team leadership and stakeholder management.
- Proven experience managing complex education or youth programs, preferably with an

education component.

- Strong people's management and coaching skills, with the ability to build high-performing teams.
- Expertise in STEM pedagogy, including inquiry-based learning, practical applications, and student-centred approaches.
- Knowledge of Uganda's education system and the challenges faced by underserved communities is beneficial.

Core Competencies

- Planning
- Strategic Thinking and Innovation
- People Management
- Coaching
- Analytical Thinking
- Adaptative Learning
- Commitment to TFU's Vision and Values

What We Offer

- Competitive salary and benefits package.
- Opportunities for professional development in education and leadership.
- A collaborative, dynamic, and values-driven work environment.
- The opportunity to transform education in underserved communities in Uganda.
- A supportive team committed to children, learning, excellence, and collaboration.
- Membership in a global network of changemakers dedicated to educational equity.

TFU Competencies (for all TFU Staff)

- Put Children First in all actions and decisions.
- Embrace a Quest to Continuously Learn.
- Practice Humility and Respect for all.
- Foster Teamwork to achieve collective goals.

How to Apply:

Please email your resume with 3 professional referees and a one-page cover letter to careers@teachforuganda.org. Please indicate the position applied for in the subject line of your email by October 23rd 2025. Your cover letter should include why you are interested in Teach For Uganda and in this position. Only short-listed candidates will be contacted. For more information about Teach For Uganda, visit us at www.teachforuganda.org



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Note: *Teach For Uganda is an equal opportunity employer and encourages applications from qualified female candidates passionate about advancing education in underserved communities.*