



## **Job Announcement: Program Coordinator - Mbale**

### **Organisation: Foundation for Community Development and Empowerment (FCDE)**

The Foundation for Community Development and Empowerment (FCDE) is excited to announce an opportunity for an experienced and dynamic Program Coordinator to join the team in Mbale. This position plays a key role in advancing FCDE's mission of community-led sustainable development through supporting capacity-strengthening to a network of local partner organizations across the District.

#### **Key Responsibilities:**

- Support to Identify and recruit 8–10 grassroots organizations across FCDE's six focal areas to join the inaugural Mbale cohort, setting the foundation for impactful partnerships.
- Support to develop and maintain relationships with local grassroots partner organizations and community groups partnered with FCDE
- Maintain and disseminate information about partner programs and initiatives, ensuring effective communication and information sharing
- Support the development and implementation of capacity building workplans for each partner organisation.
- Track the Partners programs and the Grant processes, providing tailored capacity building support and resources
- Serve as a liaison between FCDE site team and Locala partner Organisations (LPOs), to ensure smooth coordination and collaboration

#### **Minimum requirements**

- A university degree in International or Community Development, International/Regional Studies, Social Sciences, Business or related field.
- At least two years' experience working with a similar development organization or related experience.

#### **Preferred qualifications;**

- A master's degree in International or Community Development, International/Regional Studies, Social Sciences, Business or related field.
- Five years' experience working with a similar international Development Organization.

**How to Apply:** If you are passionate about **community-driven development** and meet the qualifications, please send your **cover letter and CV (including three references)** to [apply@fcde-dev.org](mailto:apply@fcde-dev.org) by **Friday, April 4th, 2025, at 5:00 PM EAT**.

Please include the **job title** "Program Coordinator – Mbale" in the subject line of your email. A detailed **job description** is available on the <https://fcde-dev.org/program-job-advert>