



FORUM FOR AFRICAN WOMEN EDUCATIONALISTS (FAWE) UGANDA CHAPTER

VACANCY ANNOUNCEMENT – RE-ADVERTISED

Date: 28th April 2026

Job Title: Entrepreneurship Officer

Location: Kampala, Uganda

Reporting to: Programme Coordinator

About Forum for African Women Educationalists (FAWE) Uganda Chapter

FAWE Uganda is a non-governmental organisation dedicated to bridging the gender gap in education at all levels. Established in 1997, FAWE Uganda is part of the network of 34 African FAWE Chapters all working towards improving the lives of girls and women across the continent. Together with our partners, we strive to make a difference in the lives of individuals, families and communities in need. Join our dynamic team and contribute to our noble cause.

We are seeking an experienced and detail-oriented **Entrepreneurship Officer** to lead the full spectrum of the entrepreneurship pathway from opportunity identification, training, incubation start-up funding, to business development support or venture growth for program participants as well as enterprise development for the organisation.

Roles and Responsibilities

- Lead the setting up of the enterprise arm of FAWE Uganda.
- Build and run entrepreneurship programs that are in line with the goals of the organisation.
- Support Programme Participants to develop viable business proposals.
- Coordinate the delivery and entrepreneurship and business skills trainings for participants.
- Manage the entire start-up grant process from advertisement, due diligence, selection and disbursement of grants.
- Build and maintain partnerships between young entrepreneurs, financial institutions and other strategic actors.
- Coordinate entrepreneurship programmes, including creating linkages with investors, government agencies, mentor-mentee linkages as well as tracking how the linkages are working and reporting as appropriate.
- Prepare and submit periodic reports to the Programme Coordinator.

Qualifications

- Bachelor's degree in Business related studies, Agri- business studies, Entrepreneurship, Economics or related field.
- A Masters 'degree in the relevant field will be an added advantage
- Computer literacy (MS Word, Excel, Statistical Packages, Database etc)

Skills and Experience

- 3 years' experience in Micro and Medium Enterprise support, youth entrepreneurship, incubators/accelerators or other relevant field.
- Experience in business plan assessment and training delivery.
- Experience in working with marginalized groups especially young women, PWDs and refugees.
- Ability to deliver high quality proposals and results despite short turnaround times.
- Working knowledge of monitoring and evaluation.
- Proven experience in building, sustaining and leveraging strategic partnerships and relationships.
- Good knowledge and appreciation of women's rights and gender.
- Strong coordination, negotiation (including with donors) and interpersonal skills.
- Strong ability to multi-task
- Strong skills in conceptual, analytical, and strategic thinking.
- Strong leadership skills.
- Excellent networking and communications skills.
- Ability to conduct scoping research and synthesize vast information into fundable ideas.

To Apply

Interested candidates should apply to The Head of Human Resource and Administration and submit their cover letters, a detailed curriculum vitae and copies of relevant academic documents in one pdf file to: humanresources@faweuganda.org

Note:

Suitable qualified young women are particularly encouraged to apply.

While we appreciate all expressions of interest for this role, only shortlisted candidates will be contacted.

Those who applied earlier need not re-apply

*Applications should be sent not later than **1700hrs** on **4th May 2026** . Please ensure that your attachments do not exceed 5 MB.*