



DEVELOPMENT LINKS CONSULT

Organisation: Development Links Consult (Ltd)

Unit: Consulting Services

Nature of Engagement: Part Time (Need based)

Development Links Consult (DLC) is a Ugandan registered consultancy firm duly incorporated as a Limited Liability Company (Certificate number 87195) and fully compliant with all the legal/statutory provisions governing the operations of corporate entities in Uganda. In a bid to serve its growing client base, DLC intends to recruit for the following positions:

1. Associate Consultants

Purpose of the Position

To carry out the assigned consulting work of the firm in order to grow and sustain its business portfolio, professional credibility, and profitability.

Specific Tasks and Duties

1. Participate in responding to calls and bids for consultancy work through preparing competitive and professional bids and technical proposals in a timely manner as may be required.
2. Undertake consultancy assignments on behalf of the firm. This includes developing methods and instruments; training consulting teams; coordinating and undertaking data collection; training / other field consulting work; preparing consultancy reports and other consultancy outputs; and addressing the technical concerns of clients arising from the company's consulting work (where applicable).
3. Undertake any other tasks as may be necessary and compatible with the nature of the position.

Education Qualifications

Candidates should hold a Master's Degree in a social development, statistics or management discipline. Holders of a bachelor's degree in Social Work and Social Administration (SWSA), Social Work and Social Development, Social Sciences, Sociology, Development Studies, and Community Psychology or Statistics with exceptional work experience of at least five years may be considered in lieu of a Master's degree.

Work Experience

- Five years' experience in designing and implementing social development programmes in the public or civil society sector.

- At least two years' work experience in two or more of the following core and thematic areas, respectively:
- **Core Areas**
 - Applied Social Research (Quantitative and Qualitative)
 - Social Policy Development, Analysis and Review
 - Programme Development, Monitoring and Evaluation
 - Organisational Strengthening
 - Grants Management
- **Thematic Areas**
 - Child Rights and Protection
 - Social Protection
 - Gender and Development
 - Disability and Development
 - HIV and AIDS
 - Peace and Conflict
 - Good Governance and Social Accountability

Essential Competences

- Conceptualisation and analysis
- Sourcing, synthesizing, and presenting information
- Quantitative data analysis (for Statisticians)
- Team management and leadership.
- Personal and professional integrity
- Relationship management-building collaboration with internal teams as well as with external stakeholders and clients
- Self-drive with the ability to work with minimal supervision
- Attention to timeliness and quality of work outputs
- Basic computer packages such as Word Processing, Excel, PowerPoint and Internet.
- Fluency in English.

2. Associate Researchers

Purpose of the Position

To carryout data collection and data management activities in order to ensure timely delivery of quality research outputs.

Specific Tasks and Duties

1. Undertake primary and secondary data collection through questionnaire administration, qualitative interviews and desk reviews.
2. Carry out data entry (quantitative) and transcription and consolidation of qualitative data.
3. To undertake any other tasks as may be necessary and compatible with the nature of the position.

Education Qualifications

Candidates should hold a bachelor's degree in Social Work and Social Administration (SWSA), Social Work and Social Development, Social Sciences, Sociology, Development Studies, Community Psychology, or a closely related discipline. A Post Graduate Diploma or a Master's Degree in a social development or management discipline is an advantage.

Work Experience

- At least two years' experience in designing and implementing social development programmes in the public or civil society sector or in the social research arena.
- At least one year's experience in designing and implementing programmes or undertaking research in two or more of the following thematic areas:
 - o Child Rights and Protection
 - o Social Protection
 - o Gender and Development
 - o Disability and Development
 - o HIV and AIDS
 - o Peace and Conflict
 - o Good Governance and Social Accountability

Essential Competences

- Conceptualisation and analysis
- Questionnaire administration
- Interviewing and facilitating focus group discussions
- Preparedness to travel to different districts for data collection
- Self-drive with the ability to work with minimal supervision
- Attention to timeliness and quality of work outputs
- Flexible and of unquestionable integrity
- Hands-on use of at least one of the data management soft wares- Epi-data, Epi-info or SPSS.
- Basic computer packages such as Word Processing, Excel, and Internet.
- Fluency in English and at least one local language.

Application procedure

Candidates for both positions are invited to download the application form from the firm's website (www.devptlinks.org). Completed application forms should be sent by e-mail to: admin@devptlinks.org by 4pm on 4th April 2014.

After the set deadline, applications will be received and considered on a rolling basis until all the positions are filled.

Equity Statement

DLC is an Equal Opportunity Employer. We encourage all qualified women and men irrespective of their disability or HIV status to apply.