



EXTERNAL JOB ADVERT

March 2025

Center for Health, Human Rights and Development (CEHURD) is a main stream legal and human rights indigenous organisation in Uganda. We advance health rights of vulnerable communities through litigation, advocacy, research and empowerment with the goal of realising equitable health and human rights for all people. We address social injustices, inequalities and health rights violations in the health system and other sectors which impact health outcomes for women, girls and other vulnerable communities. Our work focuses on Sexual and Reproductive Health & Rights (SRHR), Health Systems Strengthening, Communicable and Non communicable diseases, NTDs, climate justice and environmental health as well as digital transformation. We have just embarked on the implementation of our 10 year strategic plan (2025 - 2034) and know that we have shared goals and objectives with many of you. We invite you to collaborate with us along this journey.

POSITIONS AVAILABLE

i) FINANCE OFFICER (2)

The Finance Officer will be responsible for implementing finance and accounting work processes with a focus on project management, financial transaction processing as well as recording, maintaining accurate books of account, and preparing timely financial reports for different stakeholders including internal clients, partners, donors, auditors and regulatory authorities, within approved accounting standards and CEHURD's policies and procedures. Experience in use of grant management system or any similar system is an added advantage.

ii) FINANCE ASSISTANT

The Finance Assistant will be responsible for processing and recording financial transactions, maintaining accurate books of accounts and managing petty cash transactions. The finance assistant will support the preparation of financial reports that are derived from and shared with

different stakeholders including internal stakeholders, sub recipients, donors, auditors and regulatory authorities, within approved accounting standards and CEHURD's policies and procedures.

iii) MONITORING, EVALUATION AND LEARNING OFFICER

The Monitoring, Evaluation, and Learning (MEL) Officer is responsible for developing, implementing, and managing robust monitoring, evaluation, and learning frameworks to track the progress and impact of organizational programs. By systematically collecting and analyzing data, the MEL Officer provides critical insights to inform decision-making, improve program effectiveness, and enhance organizational learning. The MEL will also be responsible for donor compliance including reporting writing. The ultimate goal is to ensure that the organization's initiatives are well-aligned with its mission, deliver measurable results, and contribute to positive and sustainable outcomes.

Full job descriptions for all the above positions can be viewed and downloaded from the Institutional website <http://www.cehurd.org>

HOW TO APPLY

Interested individuals must submit their applications clearly marked "**Application for the position of.....**" to the **Human Resources & Administration Manager** via email support@cehurd.org by **Friday, 7 March 2025**. Only shortlisted applicants will be contacted. Women are encouraged to apply.