



*Inspiring youth to overcome fear and
patterns of war through active
healing experiences*

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Job Description: Country Director, The Recreation Project

Title: Country Director, Uganda

Location: Gulu, Uganda

Duration: October 2017-Oct 2018

Reports to: Board Chair

Type: Full-time, self-funded with some expenses met by TRP

Mission Statement: The Recreation Project (TRP) inspires the resilience of young people in post war societies by providing active healing experiences through outdoor adventure and sports.

TRP is a registered Non-Profit based in Denver, Colorado (EIN 46-0812011, February, 2012) as well as a registered International Non-government Organization in Uganda (Registration # 11911, February, 2016).

The Country Director (CD) is responsible for the overall health and wellbeing of The Recreation Project's activities in Uganda. The CD will be in charge of developing strategy/direction, financial sustainability, and prioritization of projects in Gulu. The CD will nurture existing relationships in Uganda as well as identify opportunities for new growth and partnership.

TRP currently employs 10 fulltime staff and 5 part-time staff, engages with an average of 3,000 participants per year, and works through 5 programs:

1. Day Program: Youth groups from organizations/churches/independent
2. Climbing club and excursions: 2 schools (Sacred Heart & Restore Leadership Academy)
3. Special groups: Children born in captivity and Remand Home
4. Agriculture and livelihood: Blended technical and life skilling
5. Organizational retreats and teambuilding

Project Management (50%) The CD will lead the staff in providing high quality experiential learning to participants of TRP. The CD will ensure a safe environment conducive to learning, creating, playing, reflecting, and achieving. The CD has the overall responsibility to manage projects, human resources, and the budget of TRP. This includes but isn't limited to: project cycle management, reporting, monitoring and evaluation, in-house training, annual performance reviews, ensuring adherence to policy, monthly budget tracking, renewing insurance plans, and renewing NGO registration.

The CD will collaborate with the Outdoor Adventure Program Manager in identifying facilitator needs and conducting (or outsourcing) refresher trainings. The CD will work with the staff and facilitators in specific areas of programmatic competence in building their capacity.

Concrete Outputs:

- Provide monthly financial updates to the Board of Directors
- Annual performance reviews
- Monitoring and evaluation scheme designed and operational.
- Quarterly refresher trainings for facilitators

Networking and Partnership Development 30%

The CD will work collaborate with and lead the Development Manager in identifying and cultivating local partnerships with donors, foundations, and youth focused organizations in Uganda. Where appropriate, the CD may research and develop concept notes/proposals for international donors/grants. The CD will promote the concept of experiential learning and raise awareness of its effectiveness with existing and new stakeholders.

Concrete output:

- At least 2 MoU/partnerships developed in 2017-2018
- Increase in local income of 20% within one year.

Communications 20%

The CD will be in regular communication with TRP-US in sending pictures, messages via social media, and content for TRP's newsletter. This may include monitoring and following up previous program beneficiaries.

Concrete outputs:

- Updates to HQ every month
- Contributions quarterly TRP newsletters
- Regular facebook photos and updates

Skills and Qualifications

- Masters Degree in International Development or Management, Outdoor Experiential Learning or Social Sciences preferred.
- At least 5 years of experience with at least two of those years in a management role. Must have some experience of living and working abroad.
- Demonstrated success developing and evaluating program models, and selecting and operationalizing innovative programs.
- Extensive knowledge and experience in international psychosocial support initiatives in conflict or post-conflict communities.
- Experience in program design in an international context.
- Ability to coordinate building projects including ropes course structures and agricultural facilities.
- Strength in hiring, recruiting, managing, developing, coaching, and retaining individuals and teams, empowering them to elevate their levels of responsibility, span-of-control and performance.
- Demonstrated ability to live and work in hardship locations.
- Excellent verbal and written communication skills with exceptional attention to detail.
- Personal qualities of integrity, curiosity, compassion, collaboration, and sympathetic to TRP's Christian roots.
- Must be a self-starter and able to work under minimal supervision.

Compensation/Benefits

The Recreation Project will support personal fundraising by ensuring that funds are transferred effectively, as well as provide tax statements and thank-you notes where appropriate.

The position of CD has a \$200/month housing allowance.

The CD will receive logistical and financial support to complete immigration processes to obtain a work permit.

TRP has a motorcycle that is used during working hours for work-related errands, but this can be available to the CD for transportation between work and home.

Code of Conduct

The Country Director will read and sign the Project's Code of Conduct document and agree to abide by other organizational policies. Failure to abide by policy will result in discipline (Human Resource Policy).