



COFFEE AGRI-BUSINESS OFFICERS NEEDED

Job Title: Coffee Agri-business Officer

Project: She Works Project

Location: Western Uganda (Rwenzori, Albertine and Kigezi regions)

Available opportunities: (2)

Start date: May 2026

Organisational setting

Integrated Seed and Sector Development Uganda (ISSD Uganda) is an independent local NGO in Uganda, which aims to be a leading agricultural development organization in fostering resilient seed and food systems for sustainable agricultural production. ISSD Uganda builds on the impactful outcomes and experiences of the successfully implemented seed projects that focused on; seed sector transformation; capacity building and knowledge transfer; partnerships and sector coordination, as well as supporting fragile communities including refugees. Over the years, ISSD Uganda development work has evolved to multiple sectors including skilling for decent livelihoods in various agricultural value chains, Tourism and hospitality

Our priority target groups include women, youth, refugees, internally displaced persons, smallholder farmers and MSMEs. These are supported through programs codesigned to improve livelihoods, food security, and the economic independence of smallholder farmers and agripreneurs.

Project Overview

The Empowering Young Women Entrepreneurs in Agriculture stimulated by Coffee (EYE-C) program aims to create dignified and sustainable work opportunities for young women (18–35) in Uganda. Implemented by a consortium of aBi Development, Café Africa, and the International Women in Coffee Alliance, together with cluster partners, the program focuses on the coffee value chain and complementary enterprises such as horticulture, pulses, poultry, banana, apiary, and briquettes. It also promotes inclusion of young women with disabilities and supports women-led MSMEs.

The EYE-C She Works Project is a cooperative-based initiative operating in Kigezi, Rwenzori, and Albertine regions. It equips young women with skills for employment, entrepreneurship, and income generation. By strengthening agricultural practices, promoting farmer groups, and improving access to markets, the project empowers women to increase incomes and enhance their decision-making power within households and communities.

Position Overview

ISSD Uganda is seeking dynamic and experienced Gender-Oriented Coffee Agribusiness Officers to support the implementation of **She Works Project** activities at the field level. Serving as the primary point of contact for women coffee farmers and their groups, the Officer will provide technical agronomic support, facilitate gender-transformative trainings, mobilize and strengthen women-led farmer organizations, and monitor project progress. This role requires passion for agriculture, strong expertise in the coffee value chain, and a deep commitment to advancing gender equality and women's economic empowerment within the sector.

Main Duties & Responsibilities

Engagement of Female Youth in Project Activities

- Conduct household and community engagements to sensitize and create awareness about the EYE C She works project for by-in and mass mobilization campaign.
- Work with other project stakeholders to mobilize & onboard vulnerable female youth following clear selection criteria ensuring that at least [95%] of project direct beneficiaries are young women and that women have meaningful participation in all project activities.
- Support Career readiness sessions of on-boarded young women cohorts.
- Support young women coffee entrepreneurs to join cooperatives, access bundled services and production resources

Technical Support and Skills Development

- Support implementation of the Tripple Helix Model for young women entrepreneurs to access bundled services and finance.
- Work with EYE-C & cluster partners to support cohort skilling activities
- Provide on-farm technical guidance and training to young women coffee entrepreneurs on Coffee production with critical focus on Rejuvenation & Rehabilitation (R&R), coffee value addition, quality control and marketing.
- Ensure training materials and methods are gender-sensitive, accessible, and culturally appropriate for women farmers with varying levels of literacy.
- Mobilize young women to up take coffee production & support wide roll out of R&R
- Support organizing skilled farmer service providers into Custom Agronomy Work Companies (CAWs)
- Support skilled young women work based learning placements, monitoring & competency assessments.
- Support Business Development services & cooperative strengthening for participating cooperative cluster Partners.
- Support development of women tailored financial products, promote accessibility & financial literacy

Gender Empowerment and Social Inclusion

- Work closely with partners to actively identify and address gender-specific barriers that limit women's participation and productivity in the coffee value chain at household, community & cooperative level.
- Work closely with partners to facilitate gender awareness and sensitization sessions for both men and women in the community to promote shared decision-making and equitable workload distribution.
- Work closely with partners to facilitate male engagement strategies to promote supportive household and community dynamics.
- Mentor and empower women leaders within farmer groups to enhance their confidence and leadership skills.
- Promote equitable participation of People with Disabilities in the EYE-C She Works project activities

Safeguarding and Gender-Based Violence (GBV) Risk Mitigation

- Adhere & Integrate safeguarding, GBV risk mitigation and management measures into project implementation.
- Promote safe skilling & working environment for young women on the project.
- Promptly Report safeguarding concerns & cases during implementation

Data Collection, Monitoring, and Reporting

- Collect, compile, submit accurate and timely data on project activities, including farmer registration, training attendance, adoption rates, and yield data.
- Conduct regular field monitoring visits to track progress against project indicators and document success stories, lessons learned, and best practices.
- Prepare and submit regular field reports (weekly, monthly, quarterly) to the Project lead.
- Document best practices, success stories and lessons learned from project implementation
- Ensure project data protection.
- Assist in the baseline and endline surveys and other project evaluations carried out by the donor.

Stakeholder Collaboration and Coordination

- Strategically engage with local leaders, youth leadership structures, cooperatives, private sector actors on the implementation of project activities.
- Work closely with EYE-C & cluster partners to ensure smooth project implementation.
- Collaborate closely with local government extension officers, community leaders, and other projects in the sub-regions to avoid duplication and ensure synergy.
- Identify and build relationships with potential coffee buyers, input suppliers, and financial institutions to benefit the project farmers.

Qualification & Experience

- Bachelor's degree in social works & social administration, Community Development, Agriculture, Agribusiness, Crop Science, or a related field from a recognized university.
- At least three (3) years of hands-on experience in agricultural extension work, community development and cooperative strengthening.
- Working experience in the coffee value chain is MANDATORY.
- Experience in informal & formal skilling is MANDATORY.
- Proven experience working with women's groups and implementing gender-focused or women's empowerment projects is MANDATORY.
- In-depth technical knowledge of coffee value chain & coffee agronomy (Robusta and/or Arabica)
- Strong facilitation and training skills, with the ability to adapt content for diverse audiences.
- Excellent report writing and documentation skills.
- Proficiency in computer applications (MS Word, Excel, PowerPoint).
- Fluent in English and at least one major local language spoken in the project area
- Strong interpersonal, teamwork and communication skills.

How to apply

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COOPERATIVE STRENGTHENING OFFICER

Job Title: Cooperatives Strengthening Officer

Project: She Works Project

Location: Western Uganda (Rwenzori, Albertine and Kigezi regions)

Available Opportunities: 01

Start Date: May 2026

Organisational Setting

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Position Overview

ISSD Uganda is seeking dynamic and experienced Cooperative Strengthening Officer who will lead efforts to strengthen participating cluster cooperatives. The role focuses on building institutional capacity, improving governance, enhancing market access, and fostering inclusive growth for cooperatives as a one stop centre for bundled services (inputs, markets & finance). The Officer will work closely with cooperatives, local government, private sector partners, and Cluster partners to ensure cooperatives are sustainable, gender-responsive, and economically viable.

Main Duties & Responsibilities

Cooperative & young women entrepreneurial Capacity Building

- Conduct Cluster cooperative Institutional Diagnostics/assessments on governance, digital readiness & safeguarding, gender, youth and disability inclusion.
- Design and deliver training programs on cooperative governance, financial literacy, record-keeping, and business management.
- Identify women and youth led entrepreneurial initiatives that emerge because of enhanced collaboration within the project communities and guide them into clustering around a common interest
- Provide the selected entrepreneurial groups & cooperatives with tailor-made training to improve their business skills, governance, financial sustainability, accountability and client focus and support them into participating in developing business plans
- Identify a range of relevant financial services products for the cooperatives & entrepreneurial groups, assess groups' constraints to access each product and broker access to finance and investment between the entrepreneurial groups and various financing structures
- Monitor implementation of the young women business enterprises and report the performance of each entrepreneurial initiatives as per the set milestones
- Establish and maintain effective links with all key project stakeholders (e.g. district authorities and other development organizations) to strengthen collaboration with the project on agribusiness related issues
- Identify areas for synergy with other aBi Development funded interventions within the project site to complement project interventions and address issues beyond the project's scope
- Support the project M&E team to develop and maintain an M&E system for the project interventions, especially development of a proper data collection system
- Document best practices and lessons learnt of the project and support to replicate it
- Compile and prepare periodic progress reports highlighting progress made in improving marketing opportunities for young women & their entry into cooperatives based on project periodic plans

Market Linkages and Value Chain Integration

- Facilitate partnerships between young women traders, cooperatives, agro-processors, retailers, and exporters.
- Support cooperatives in accessing certifications & formal markets
- Build capacity of cooperatives on coffee quality improvement & handling.
- Train cooperatives on digital platforms for market information (e.g., e-commerce, price tracking).
- Support piloting warehouse receipt system engagements at selected cooperative

Qualifications & Experience

- Bachelor's degree in Agricultural Economics, Agribusiness Management, Agricultural marketing, Rural Development, or any agricultural related degree obtained from a reputable Institution
- At least five (5) years' experience working with cooperatives and rural micro-to-small scale businesses providing either business development services, training and/or technical assistance
- At least five (5) years' experience in managing market-led value chain development projects and market systems development
- Working knowledge of identifying opportunities for value addition and market access at the producer and aggregator level
- Experience in working with financial institutions to improve farmers' access to financial services
- Experience in coffee value chain development and agribusiness finance
- Ability and demonstrated experience of appraising business cases;
- Experience in female and youth entrepreneurship programs;
- Strong agribusiness relationship management experience and focus with the ability to stimulate trust and manage various stakeholders;
- Excellent communication in English (written and oral), reporting and presentation skills;
- Flexible approach to take on additional responsibilities as assigned/delegated;
- Willingness to travel to all project locations;
- Excellent organizing, negotiation, influencing and advisory/coaching skills
- This is a field-based position requiring significant travel (approx. 90% of the time).

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DRIVER NEEDED

Job Title: Driver

Project: She Works Project

Location: Western Uganda (Rwenzori, Albertine & Kigezi)

Available opportunities: 1

Start date: May 2026

Organisational Setting

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Position overview

The Driver supports the project with all transport-related duties including transporting staff to specified project destinations, collecting and delivering various organization packages, and maintaining the vehicle in a clean and good mechanical condition.

Duties and Responsibilities

- Drive the ISSD vehicle and authorized passengers to specified destinations as approved by the supervisor, and in line with ISSD transport management policy
- Assist with loading and offloading of staff luggage, organization items and materials
- Always keep the assigned vehicle in a clean condition by regular washing and cleaning
- Maintain an updated logbook for all journeys record travel-time, locations, and fuel top-ups, etc.
- Maintain the vehicle in a proper working condition to ensure safety and comfort of passengers by;
 - a) performing routine physical inspections to monitor its safety and security
 - b) ensuring planned service, repair, and maintenance schedules are adhered to
 - c) reporting any accidents, injuries, and vehicle damage to the supervisor
- Promptly inform the supervisor if/when road misuse tickets are issued by the Uganda Police/ road traffic other authorities
- Ensure the assigned vehicle is always parked in permissible parking spaces to avoid risks of towing
- Fulfill other duties such as running office related errands as instructed by supervisor

Special requirement

- The job will require reporting on duty not later than 7:00am, and working on weekends in certain instances, as will be communicated by supervisor

Skills and Qualifications

- Minimum UACE qualification with basic knowledge of English (spoken and written) and other relevant local languages
- Certificate in defensive driving
- 5 years relevant work experience with NGO or CSO
- A valid driver's license and clean driving record
- Working knowledge of local roads and routes

Key Competencies

- High integrity
- Hospitable
- Accountability
- Confidentiality
- Good communication skills
- Good interpersonal skills
- Sound knowledge of road safety regulations
- Ability to utilize maps, GPS systems, and car manuals
- Punctual and reliable

How to apply

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GRADUATE TRAINEES NEEDED

Job Title: Graduate Trainee

Project: She Works Project

Location: Western Uganda (Rwenzori, Albertine & Rwenzori)

Available opportunities: 6

Start date: May 2026

Organisational Setting

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Position Overview

As a graduate trainee, you will work closely with our EYE-C She Works project team remotely to support the establishment and initial setup of She Works project. The graduate trainee will assist with mobilization, awareness creation, stakeholder engagement, profiling, data collection and ecosystem strengthening, while contributing to data-driven decision-making to support project scalability.

Successful applicants will undergo work-based training alongside senior professionals at various sites, including our Kampala head office and key project districts.

Qualification & Skills

- Bachelor's degree in agriculture, social studies, Economics, Gender Studies, Development Studies, or related field.
- A graduate from university with no/limited experience
- Proficiency in digital tools (e.g., Excel, kobo collect and mobile data collection apps).
- Basic understanding of coffee value chains, climate-smart agriculture, or circular economy models.

Skills & Competencies

- Communication: Strong interpersonal skills for community engagement and stakeholder coordination.
- Analytical: Ability to collect, analyse, and report data on project metrics.
- Adaptability: Ability to work in dynamic rural settings with flexible schedules.
- Gender Sensitivity: Commitment to advancing women's economic empowerment and inclusion.
- Teamwork: Collaborative approach in multi-partner environments (ISSD, EYE-C & Cluster partners, cooperatives, NGOs, private sector).

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