JOB DESCRIPTIONS AND PERSON SPECIFICATIONS FOR INTERNAL ADVERT NO.4 OF 2023 (13TH JUNE 2023)

JOB TITLE	Senior Environment Assessment Officer (Social Safeguards)
DEPARTMENT	Environment Compliance
REPORTS TO	Manager Environment Compliance
SALARY SCALE	NEMA E4
SUPERVISES	Environment Assessments Officer

MAIN PURPOSE OF THE JOB

To support effective management of Environment and Social Assessment programme of the Authority

DUTIES AND RESPONSIBILITIES

1. Contribute to development and implementation of Work Plans and Budgets
2. Undertake Environment and Social Impact Assessments (ESIAs) and Strategic Environment Assessments (SEAs)
3. Advise the supervisor on procedures, guidelines and protocols on conduct and review of (ESIAs)
4. Support Lead Agency participation in the review of ESIAs
5. Support capacity building activities for ESIA at all levels in Uganda
6. Support the development of National Policy Guidelines for ESIAs and SEAs
7. Effectively contribute to development and management of an ESIA and SEA information system as part of the overall Environment Information Management System
8. Support and promote applied research on best environment practices
9. Supervise and appraise staff under him or her
10. Perform any other official duties as may be assigned by the supervisor.

PERSON SPECIFICATIONS

Qualifications:

An Honors Bachelors of Science Degree in the relevant field of Social Sciences

A Master's of Science Degree in Social Sciences or Environment and Natural Resources

EXPERIENCE:

Must have at least three (3) years relevant professional working experience in social impact assessments in a reputable organization

COMPETENCES AND SKILLS:

(a) Leadership, team building and supervision skills
(b) Strong interpersonal, communication and negotiation skills
(c) Conservation planning knowledge
(d) Good understanding of mitigation hierarchy
(e) Excellent scholarly writing and publication skills
(f) Excellent analytical and presentation skills
(g) Financial and human resource management skills
(h) Excellent report writing skills
(i) Resource Mobilization skills
(j) Risk management skills
(k) Command of excellent Information Communication Technology skills

JOB TITLE	Senior Environment Assessment Officer (Social Safeguards)
DEPARTMENT	Environment Compliance
REPORTS TO	Manager Environment Compliance
SALARY SCALE	NEMA E4
SUPERVISES	Environment Assessments Officer
NO OF POSTS	01

MAIN PURPOSE OF THE JOB

To support effective management of Environment and Social Assessment programme of the Authority

DUTIES AND RESPONSIBILITIES

11. Contribute to development and implementation of Work Plans and Budgets
12. Undertake Environment and Social Impact Assessments (ESIAs) and Strategic Environment Assessments (SEAs)
13. Advise the supervisor on procedures, guidelines and protocols on conduct and review of (ESIAs)
14. Support Lead Agency participation in the review of ESIAs
15. Support capacity building activities for ESIA at all levels in Uganda
16. Support the development of National Policy Guidelines for ESIAs and SEAs
17. Effectively contribute to development and management of an ESIA and SEA information system as part of the overall Environment Information Management System
18. Support and promote applied research on best environment practices
19. Supervise and appraise staff under him or her
20. Perform any other official duties as may be assigned by the supervisor.

PERSON SPECIFICATIONS

Qualifications:
An Honors Bachelors of Science Degree in the relevant field of Social Sciences

A Master's of Science Degree in Social Sciences or Environment and Natural Resources

EXPERIENCE:
Must have at least three (3) years relevant professional working experience in social impact assessments in a reputable organization

COMPETENCES AND SKILLS:
(l) Leadership, team building and supervision skills
(m) Strong interpersonal, communication and negotiation skills
(n) Conservation planning knowledge
(o) Good understanding of mitigation hierarchy
(p) Excellent scholarly writing and publication skills
(q) Excellent analytical and presentation skills
(r) Financial and human resource management skills
(s) Excellent report writing skills
(t) Resource Mobilization skills
(u) Risk management skills
(v) Command of excellent Information Communication Technology skills

JOB TITLE	Senior Environment Assessment Officer
DEPARTMENT	Environment Compliance
REPORTS TO	Manager Environment Compliance
SALARY SCALE	NEMA E4
SUPERVISES	Environment Assessments Officer
NO OF POSTS	02

MAIN PURPOSE OF THE JOB
To support effective management of Environment and Social Assessment programme of the Authority

DUTIES AND RESPONSIBILITIES
1. Contribute to development and implementation of Work Plans and Budgets
2. Undertake Environment and Social Impact Assessments (ESIAs) and Strategic Environment Assessments (SEAs)
3. Advise the supervisor on procedures, guidelines and protocols on conduct and review of (ESIAs)
4. Support Lead Agency participation in the review of ESIAs

5. Support capacity building activities for ESIA at all levels in Uganda
6. Support the development of National Policy Guidelines for ESIAs and SEAs
7. Effectively contribute to development and management of an ESIA and SEA information system as part of the overall Environment Information Management System
8. Support and promote applied research on best environment practices
9. Supervise and appraise staff under him or her
10. Perform any other official duties as may be assigned by the supervisor.

PERSON SPECIFICATIONS

QUALIFICATIONS:
An Honors Bachelors of Science Degree in the relevant field of Environment and Natural Resources Management or Natural Sciences or Environment Engineering

A Master's of Science Degree in the relevant field of Environment and Natural Resources Management or Natural Sciences or Environment Engineering

Training in Environment and Social Impact Assessment is a MUST

Training in Geographical Information Systems (GIS) and Remote Sensing is an added advantage

EXPERIENCE:
Must have at least three (3) years relevant professional working experience in environment and social assessments in a reputable organization

COMPETENCES AND SKILLS:
(a) Leadership, team building and supervision skills
(b) Strong interpersonal, communication and negotiation skills
(c) Conservation planning knowledge
(d) Good understanding of mitigation hierarchy
(e) Excellent scholarly writing and publication skills
(f) Excellent analytical and presentation skills
(g) Financial and human resource management skills
(h) Excellent report writing skills
(i) Resource Mobilization skills
(j) Risk management skills
(k) Command of excellent Information Communication Technology skills

JOB TITLE	Environment Education Officer (Materials Production)
DEPARTMENT	Environment Planning and Coordination
REPORTS TO	Senior Environment Education Officer
SALARY SCALE	NEMA E5
SUPERVISES	None

MAIN PURPOSE OF THE JOB

To assist in the development and implementation of Environment Education Strategies, Plans and Programmes

DUTIES AND RESPONSIBILITIES

Support Senior Environment Education Officer to:

1. Develop and implement Division Work Plans, Budgets and timely reporting
2. Establish and maintain a robust Environment Education Programs
3. Coordinate mainstreaming of environment education in education curricula at Early childhood, Primary, Post Primary, Tertiary and Community education levels
4. Coordinate and engage Lead Agencies and other stakeholders in Environment Education and Advocacy at formal and informal level
5. Coordinate production and dissemination of the Communication, Education and Public Awareness materials and messages in liaison with the Communications Unit
6. Mobilize resources for environment awareness and education programs
7. Develop and implement an effective environment advocacy Strategy, Plans, Programs
8. Effectively participate in and build networks for environment Education
9. Coordinate with other divisions/departments to mainstream Environment Education
10. Initiate and promote applied research and innovative approaches for Environment Education
11. Supervise and appraise the staff under the division
12. Perform any other official duties as may be assigned by the Supervisor

PERSON SPECIFICATIONS

QUALIFICATIONS:

An Honors Bachelor's Degree in the relevant field of Fine Art and Design, Graphics Designing from a recognized University or Institution.

COMPETENCES AND SKILLS:

a) Strong interpersonal, communication and negotiation skills
b) Excellent analytical skills
c) High moral integrity