

Data Officer (DO) Terms of Reference



Background: The Northern Uganda Resilience Initiative (NURI) is one of three engagements under the Uganda Programme on Sustainable and Inclusive Development of the Economy (UPSIDE), which is a thematic programme of the Danish Country Programme for Uganda 2018-2022, for which a Memorandum of Understanding (MoU) has been signed between the Government of Denmark and the Government of Uganda.

NURI pursues enhanced resilience and equitable economic development in Northern Uganda, including for refugees and host communities, by supporting Climate Smart Agriculture (CSA), Rural Infrastructure (RI), and Water Resources Management (WRM). NURI will be implemented over 4 years from 2019 to 2022.

Geographically NURI covers 11 districts, namely; Arua, Madi Okollo, Pakwach, Nebbi, Zombo, Moyo, Obongi and Adjumani in West Nile sub region - and Agago, Kitgum and Lamwo in the Acholi Sub Regions of Northern Uganda. Besides targeting nationals, NURI works with refugee settlements within selected districts. Selected settlements include Rhino Camp Refugee settlement, Palorinya Refugee Settlement, three selected refugee settlements in Adjumani District and Palabek Refugee Settlement in Lamwo District. NURI activities are implemented by various local partners, e.g. District Farmers Associations (DFAs), and Resilient Agricultural Units (RAUs). Other interventions are outsourced to DRC, with WRM activities planning carried out by UNWMZ.

A Data Officer function (DO) that requires frequent agricultural production and rural infrastructure data be collected and entered into databases has been established at NURI- Kitgum-RAU. NURI Kitgum RAU seeks to recruit and deploy a qualified, dedicated and experienced national for the position of Data Officer.

Reporting	The Data Officer will be reports to the Coordinator of the implementing Unit
Duty Station	Kitgum RAU
Purpose	The Data Officer position exists to frequently collect agricultural production and rural infrastructure data and entered into databases.

Duties: The duties will include but not be limited to:

1. Manage the CSA database for the respective implementing partners
2. Support the RI database for the respective implementing partners
3. Enter agricultural production data into the CSA Database
4. Enter RI data into the database
5. Documenting and filing the hard copies of the production data and support the IPs to do so
6. Documenting and filing the hard copies of RI data
7. Carry out simple analysis on production data collected by the IPs
8. Support NURI baseline and survey data collection
9. Support capacity building of implementing partners in data collection
10. Support implementing partners in progress and annual report writing
11. Writing monthly status reports on M&E activities conducted by the IPs

12. Liaise with the CF M&E Coordinator about data collection with the IPs
13. Any other duties assigned

Expected Outputs: The outputs for the assignment are:

1. Up to date data for agricultural production and marketing collected and entered into the database.
2. Up to date data for rural infrastructure entered in to the database
3. Baseline and survey data stored in to the system
4. Implementing partner staff are trained and collect data rightfully and timely
5. All the production data properly recorded & documented and hard copies filed for future references.
6. Monthly reports based on a format provided by Coordination Function.
7. Databases are up to date and operational.

Education

Qualifications.

- A minimum of a university degree in research related field preferably statistics, social sciences or IT. Any other training in research, M&E or data management is an added advantage.

Functional Competencies

- Experience in data collection and management is also essential for the job performance.
- Good report writing skills
- Proficiency with MS Word, Excel and Power Point.
- Knowledge of data management software like SPSS is essential for the job.
- Good communication skills, both written and oral.
- Ability to work independently, often under pressure to meet deadlines.
- Good knowledge of the implementation area including the local language for data collection purposes.

Education and Experience

- A university honors degree in any of the fields: Agriculture (Crop Production), Agricultural Rural Innovation, Agricultural Land Use and Management from a recognized institution;
- At least 5 years working experience in the field of agricultural production and agribusiness with local communities in Uganda using different extension approaches. 3 years of experience in Team management is essential.
- Knowledge of the Ugandan agriculture sector with relevant contacts in private sector, civil society organizations, district and relevant agencies..

How to apply

The position will be advertised in the national media .

Northern Uganda Resilience Initiative (NURI)

NURI
Danida

JOB OPPORTUNITIES

Background: The Northern Uganda Resilience Initiative (NURI) is one of three engagements under the Uganda Programme on Sustainable and Inclusive Development of the Economy (UPSIDE), which is a thematic programme of the Danish Country Programme for Uganda 2018-2022, for which a Memorandum of Understanding (MoU) has been signed between the Government of Denmark and the Government of Uganda.

NURI pursues enhanced resilience and equitable economic development in Northern Uganda, including for refugees and host communities, by supporting Climate Smart Agriculture (CSA), Rural Infrastructure (RI), and Water Resources Management (WRM). NURI will be implemented over 4 years from 2019 to 2022.

Geographically NURI covers 11 districts, namely; Arua, Madi Kollo, Pakwach, Nebbi, Zombo, Moyo, Obongi and Adjumani

in West Nile sub region - and Agago, Kitgum and Lamwo in the Acholi Sub Regions of Northern Uganda. Besides targeting nationals, NURI works with refugee settlements within selected districts. Selected settlements include Rhino Camp Refugee settlement, Palorinya Refugee Settlement, three selected refugee settlements in Adjumani District and Palabek Refugee Settlement in Lamwo District. NURI activities are implemented by various local partners, e.g. District Farmers Associations (DFAs), and Resilient Agricultural Units (RAUs).

A coordination function (CF) has been established to oversee and coordinate the implementation of NURI. NURI CF seeks recruit for its Resilience Agricultural Units (RAUs) based in Kitgum-Lamwo, Adjumani, Moyo and support Implementing Partners (IPs) in Nebbi, Pakwach, Zombo under AFARRD and Arua District Farmers Association (ARUDIFA) recruit qualified, dedicated and experienced nationals for the following positions;

	RAUs				IPs	
	Kitgum/Lamwo	Agago	Adjumani	Moyo	ARUDIFA	AFARD
Positions	Number					
1. Agricultural Extension Officer	14		30	30	16	13
2. Agricultural Extension Supervisor	2		3	3	1	2
3. VLSA Officer	1	1	1	1	1	2
4. Data Officer	1					

For full details of the Job Descriptions (Terms of Reference) for the above positions please see our website – <http://www.nuri.ag>

APPLICATION PROCEDURE

Interested applicants MUST visit NURI website link: <http://www.nuri.ag> (Vacancies) download and fill the NURI Application for Employment Form to demonstrate interest in one single document . Attach filled Application for Employment Form and email to recruitment@nuri.ag. Please indicate in the Subject area of your email: The position you are applying for and Duty station /Location. Only duly completed application forms will be accepted and considered for review. All applicants must specify the desired location/duty station. Do NOT attach any documents like CVs and Academic documents. No hand delivered applications shall be accepted.

Closing date: **Thursday 31st October, 2019 at 5.00 pm.**

NB: Only candidates meeting the minimum qualifications shall be will be contacted for interviews. No applicant is allowed to apply for more than one position.

Disclaimer:

Neither NURI - Coordination Function Nor any of its implementing units do ask fees for job opportunities across its Programme. Whoever pays any such does so at their own risk. NURI shall not be liable in anyway. The public is encouraged to report any such illicit solicitation to the police and NURI Programme authorities.

Locals and particularly female candidates are highly encouraged to apply.