



UGANDA YOUTH AND ADOLESCENTS HEALTH FORUM

Plot 1238, Bukoto 1 - UCB Zone, P.O Box 25914 - Kampala, Uganda
Email: info@uyahf.com - Tel: +256 776385819/+256 200902407 - www.uyahf.com

VOLUNTEERING OPPORTUNITIES

INTRODUCTION:

Uganda Youth and Adolescents Health Forum (UYAHF) is a dynamic Youth led and Youth Serving Health, Human Rights, and Girl Centered Organization that seeks to advance quality health and wellbeing for young people. Specifically, UYAHF works to address and advance young people's specific needs as regards their sexual reproductive health and rights (SRHR), gender equality and health promotion, livelihoods, climate change, and SGBV among others by mobilizing and amplifying youth voices to inform policy and decision-making on these issues and strengthening the role of policymakers, key gatekeepers including community leaders, religious and cultural leaders, teachers, health workers, police, policymakers, parents, men and boys to take action, support and empower young people to live quality lives with equity, dignity, and opportunities to realize their full potential. For more information check out our website: www.uyahf.com

Application are invited from persons interested to Volunteer in positions listed below. As a volunteer, you will be afforded opportunity to gain experience in your profession and maybe provided with duty facilitating allowance to enable you perform your work but no salary will be provided.

Position: Communications volunteer – I vacancy.

Report to: Communications Officer

Duty Station: Kampala City but with constant travel to Project areas upcountry.

Duties and Responsibilities

The Volunteer will support the communication and advocacy department to meet the increasing strategic communication demands as highlighted below:

- Attend weekly communication planning and end of month evaluation meetings.
- Understand and support the execution of UYAHF's brand strategy and visibility.
- Design activity and campaign: graphic posters, fliers, and brochures.
- Produce infographics, comics, and promotional videos
- Working with the communication officer, take photos, capture interview videos and produce them into short, summary videos, especially during public events and outreach meetings.
- Support live streaming of UYAHF events under the guidance of the communication officer



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- Work closely with the communications officer to create activity and project/campaign-based social media engagement plans on a weekly and monthly basis.
- Create daily social media posts in line with project goals and share them on all the UYAHF social media platforms.
- Work with the communication officer to prepare and share a monthly newsletter with key donors and partners detailing the month's key highlights at UYAHF.
- Work with the communication officer to arrange for media coverage at all UYAHF events.
- Develop creative content scripts in line with SRHR that can be translated into short films.
- And any other duty as assigned by the communications officer.

Qualifications:

- (i) Training in Journalism or Mass communication from a recognised institution.
- (ii) High level skills and knowledge of use of Communications and ICT equipment.
- (iii) Relevant experiences in the similar or related assignments will be an added advantage.

Position: Procurement volunteer – I vacancy.

Report to: Finance and Administration Manager

Duty Station: Kampala City

Duties and Responsibilities

- Provide technical support in areas of procurements and logistics management.
- Create and maintain relationships with venders/suppliers
- Estimate and establish budgets for purchases
- Review all venders and suppliers
- Maintain purchase records and other important data
- Negotiate pricing and supply contracts
- Develop plans for purchasing services, and supplies
- Ensure that the products and supplies meet quality standards
- Maintain and update a list of suppliers

Qualifications:

- (i) Degree in Procurement and Logistics management, CIPS, or any relevant training in the above fields.



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- (ii) Relevant experiences in the similar or related assignments will be an added advantage

Position: Enrolled Nurse Volunteer – I vacancy.

Report to: Incharge ADH- Mbale

Duty Station: ADH Mbale City.

Duties and Responsibilities:

The duties and responsibilities of a Volunteer Enrolled Nurse will include;

- Participate in continuous coverage on wards/units
- Administer treatment as prescribed
- Carry out nursing procedures.
- Carry out observations, keep proper records and ensure their safe custody.
- Participate in ward rounds.
- Receive and register patients/clients.
- Adhere to aseptic procedures
- Adhere to ethical professional conduct.
- Carry out health education
- Participate in primary health care activities

Qualifications

- (i) Must have Enrolled Nursing Certificate from a recognized Institution.
- (ii) Must be Enrolled with the UNMC and hold a valid practicing license.
- (iii) Persons from Mbale with knowledge of local languages will have an added advantage.

Position: Enrolled Midwife Volunteer – I vacancy.

Report to: Incharge ADH- Mbale

Duty Station: ADH Mbale City.

Duties and Responsibilities:

The duties and responsibilities of an Enrolled Midwife will include:



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- Participate in continuous coverage on wards/units
- Administer treatment as prescribed
- Carry out midwifery procedures.
- Carry out observations, keep proper records and ensure their safe custody.
- Participate in ward rounds.
- Receive and register patients/clients.
- Adhere to aseptic procedures
- Adhere to ethical professional conduct.
- Carry out health education
- Participate in primary health care activities

Qualifications

- (i) Must have Enrolled Midwifery Certificate from a recognized Institution.
- (ii) Must be Enrolled with the UNMC and hold a valid practicing license
- (iii) Persons from Mbale with knowledge of local languages will have an added advantage.

APPLICATION PROCEDURES

Interested? Please submit your CV/resume (2 pages Max) with a cover letter (1 page Max) and two reference letters, to: vmuhenda@uyahf.com and copy jnakato@uyahf.com by close of business Monday 13th November 2023. Any applications that do not meet the submission criteria above and received past the deadline will not be considered. Only successful candidates will be contacted for interviews.