



Call for International and National Professional Volunteers

Duration April-September 2025 (6 months)

About NAFOPHANU

The National Forum of People Living with HIV/AIDS Networks in Uganda (NAFOPHANU) was founded in May 2003, as an umbrella organization to coordinate and strengthen networks, forums, groups and associations of people living with HIV in Uganda. NAFOPHANU has steadily grown as a Self-Coordinating Entity (SCE) under the Uganda HIV&AIDS Partnership Launched in 2003 by H.E Yoweri Kaguta Museveni, the President of Uganda. NAFOPHANU's mandate covers 135 districts, 10 Cities PLHIV Forums and 18 National PLHIV Networks.

JOB TITLE (I)

Volunteer Campaigns, Events Manager and Resource Mobilization Specialist and officers

Job Summary

To support NAFOPHANU fundraising campaigns, events, and resource mobilization efforts.

Key Responsibilities

- 1) **Campaigns and Events Management:** Design, plan, and execute successful campaigns and events.
- 2) **Resource Mobilization:** Identify and pursue funding opportunities, develop grant proposals, and build relationships with donors and partners.
- 3) **Communication Messaging:** Develop compelling communication messages, materials, and campaigns.
- 4) **Graphics Development:** Design and develop visual materials.

Job Specifications

Education

Bachelor's degree in Marketing, Communications, Public Relations, or a related field.

Experience

At least 3 years of experience in campaigns, events, and resource mobilization.

Skills:

- Excellent communication, writing, and graphic design skills.
- Proven experience in designing and implementing successful campaigns and events.
- Strong resource mobilization and fundraising skills.
- Ability to work independently and as part of a team.
- Strong analytical and problem-solving skills.

JOB TITLE (2)

NAFOPHANU SACCO Manager

Job Summary

To manage NAFOPHANU Savings and Credit Cooperative (SACCO) operations.

Key Responsibilities

- 1) **SACCO Management:** Oversee the day-to-day operations of the SACCO.
- 2) **Financial Management:** Manage the SACCO's finances, including accounting, budgeting, and financial reporting.
- 3) **Member Services:** Provide excellent customer service to SACCO members.
- 4) **Compliance:** Ensure compliance with relevant laws and regulations.

Job Specifications

Education

Bachelor's degree in Business Administration, Finance, or a related field.

Experience

At least 3 years of experience in SACCO management or a related field.

Skills:

- Excellent financial management and accounting skills.
- Strong leadership and management skills.
- Ability to work independently and as part of a team.
- Strong analytical and problem-solving skills.

Application Instructions

- Submit cover letter, CV not more than 4 pages, and National ID to info@nafophanu.org.
OR hand-deliver applications to the Secretariat Offices in Mengo, Plot 213, Sentema Road, Kampala.
- Certificates will be requested at a later date

Application Deadline

15th April 2025 at 11:59 pm (EAT).

People Living with HIV and AIDS are encouraged to apply.