Job Description- Technical Advisor VAW Practice

Job Title:	Technical Advisor Violence Against Women Prevention (VAW) Practice
Department:	VAW Prevention
Supervised by and reports to:	VAW Prevention Coordinator
Duty station:	Raising Voices Kampala Office, with travels for on-site technical support
Supervisees:	Technical Managers/Interns

1. Overview

Role Overview	In collaboration with the VAW Prevention Coordinator, the Technical Advisor will provide strategic support and leadership to VAW Prevention Practice. The Technical Advisor will lead and support effective planning and implementation of the day-to-day VAW Practice program, support program learning initiatives and effective technical assistance (TA) partnerships. The TA will also provide dynamic and feminist informed support to the VAW Prevention Practice team.

2. Duties and responsibilities

Technical Expertise	• Provide oversight and technical guidance on VAW Prevention Practice in designing and implementation of program initiatives and activities ensuring quality results. • Develop and maintain principled based and effective TA partnership for the *SASA!* Together and other iterations; through dynamic and inspiring training, ongoing remote and onsite technical support. • Ensure external TA providers stay up to date with emerging learnings to enable them to provide quality and effective TA to partners. • Lead and participate in program reviews, processes at organizational, departmental and team levels, including the VAW Prevention learning frameworks. • Lead the compilation and documentation of VAW Prevention Practice Learning activities including development of program tools, program briefs, and publications elevating learning from practice. • Support in effective risk management measures across the program, where risks are clearly defined and managed using an appropriate risk management system and tools. • Lead the preparation and compilation of annual and quarterly work plans, budgets, and reports as required.
Strategic Leadership	• Support the development of program strategy in line with the organizational strategy and emerging lessons from the work. • Participate strategically in team processes to reflect on and strengthen our approaches and identify new initiatives/ strategic directions for program. • Keep up to date with emerging developments and discourse within the VAW prevention field. • Embody Raising Voices values and be a custodian of the organizational culture.
Finance and Operations	• Prepare the annual budget for the VAW Prevention Practice and participate in the departmental budget making processes.

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	• Guided by the authorization matrix, review and approve concepts and payments, confirming alignment to work plan, approved budgets, and overall program strategy. • Review the budget vs actual (BVA) analysis reports for Practice, in collaboration with the coordinator, and engage with the finance team during monthly budget review meetings. • Ensure financial and other resources are utilized efficiently and ensure value for money in all expenditures. • Adhere to all organizational policies, systems, and procedures. • Participate or co-create staff meetings, staff development sessions, staff retreats, reviews, strategies, and processes. • Review and/or submit accountability reports in a timely manner.
Internal and External Relations	• Build and maintain mutually productive relationships with partners and other likeminded organizations. • Represent Raising Voices in national, regional, and global forums and events as requested. • Hold regular reflections with partners to enable strategic evolvement of partnership. • Work in a feminist, collaborative and accountable way with all members of Raising Voices.
Personal Growth, Team Supervision and Mentorship	• Set annual performance goals in collaboration with the supervisor for intentional growth in your area of work. • Take responsibility for personal and professional development and learning in agreed areas. • Provide support and supervision of the VAW Prevention Practice team, ensuring capacity is strengthened through mentorship. • Take lead on the performance management of the VAW Prevention Practice team including support in goals setting and conducting appraisals and reviews. • Cultivate the learning culture with in Raising Voices and identify new areas of learning from the implementation of activities.
Other	• Any other related duties assigned

3. Competencies

Essential Knowledge	• In depth Knowledge on women's rights issues and feminist analysis of VAW • Understanding of *SASA!* Together and other effective VAW Prevention approaches and the current state of the field. • Understanding of dynamic approaches to technical support provision. • Familiarity with various learning methods and ways of knowledge generation. • Understanding of program management and working knowledge of finance and accounting.
Essential Skills	• Ability to provide technical assistance, coaching and mentoring, adapting to needs and levels. • Ability to develop dynamic and influential relationships with teams and partners. • Demonstrated ability to lead and supervise teams. • Exhibits high levels of professionalism, attention to detail, critical thinking, and ability to make timely decisions. • Keen appreciation of quality and standards with ability to take responsibility for delivering results. • Proficiency in French language is an added advantage.

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4. Others

Education	• Minimum - BA Degree in development, social work, gender, human rights fields, or any other related area. • MA is an added advantage.
Essential Experience	• At least 9 years working with an NGO and substantive experience in VAW Prevention. • Strong track record of technical leadership, and proven ability to produce demonstrable results.