



Job Posting: Primary School Head Teacher

Duty Station: Kiryandongo Refugee Settlement

Deadline: 10th February 2022

Global Refugee Initiatives (GRI) Setting and Reporting

Global Refugee Initiatives (GRI) is a humanitarian Non-Governmental Organization, registered in Uganda (East Africa). In all actions, GRI collaborates with its project participants; the refugees, internally displaced persons (IDPs) and their host community.

GRI's education program is driven by our ultimate belief in the power of education as an essential pathway to a better and brighter future for children and nations. Therefore, the program aims to overcome obstacles in education and to ensure refugees, IDP and Host Community Children have access to inclusive, quality education within a protective and enabling environment.

The Head Teacher will be responsible for managing GRI's new school from 1st March 2022. He/she directly reports to the Board of Directors of GRI, to ensure efficient and effective operation of the school.

Key duties and responsibilities

- Supervising and providing technical support to the teachers;
- Attend stakeholders' meetings and PTA/BOD meetings;
- Ensure discipline in the school under teacher's code of conduct and relevant GRI/UNHCR/OPM policies;
- Ensure staff understand outcomes expected of them and build good relationship with parents and pupils;
- Carry out continuous assessment and evaluation of teacher's performance;
- Ensure that there is continuous assessment of learners;
- Promote quality teaching and safe learning environment for learners;
- Coordinate with the District Education Office and Global Refugee Initiatives field office;
- Develop the school strategic plan and master budget in coordination with the organizational management team and the board;
- Keep records and manage all the data of the school;
- Conduct regular meetings with teachers and parents;
- Mobilization/sensitization of the community on Education;
- Carry out continuous assessment and evaluation of performance of learners;
- Guide and counsel learners;
- Responsible for the day-to-day administration of the school;

- Perform any other task as may be assigned by the school authority.

Eligibility Criteria:

- The applicant must have a bachelor's degree in primary education, or social sciences, or humanities or any other related field;
- At least 5 years' experience in leadership and management of education institutions or school(s) administration;
- The applicant should be a highly motivated individual, willing to work in a refugee settlement. Prior experience working with displaced communities is an added advantage;
- Global Refugee Initiatives is an equal opportunity employer. Refugees, Women, and persons with disability who meet the job requirements are encouraged to apply.

Note: Applicants must have no history of violation of children's rights or of Child abuse and sexual exploitation of any kind.

Interested candidates are invited to send applications with CV/resume and letter of motivation to: recruitment@griuganda.org

To learn more about GRI, please visit our website: www.griuganda.org