



## EMPOWER CHILDREN & COMMUNITIES AGAINST ABUSE

*“You and I can make a difference”*

---

Empower Children & Communities against Abuse (ECCA) P.O. Box 829 Kampala, Uganda.

Tel: 256-414-267424

Website: [www.eccauganda.com](http://www.eccauganda.com)

### Introduction

Empower Children and Communities against Abuse (ECCA) is a Ugandan initiative that was conceived by a female survivor of gender-based violence who together with other survivors identified liberated men with similar experiences and formed the organization – ECCA. These rare men and women have a vision of “A world free of gender-based violence”. In addition to their life experiences, they possess exceptional professional expertise as practitioners and activists in the area of rights, gender, education, community development, counseling psychology, leadership and entrepreneurship.

ECCA is therefore searching for a mature like-minded Ugandan male and female to join the team as the Program Officers (Psychosocial Support Program and the Community Empowerment Program). Based in Lyantonde District, these positions require a commitment to motivating and empowering people, gender equity, skillful networking and a firm belief in ECCA’s values.

### Application Details

If you are interested in applying for the positions of Program Officers as outlined in the job advert, please complete this form and send it to the address provided. All the information contained in this form is confidential and will only be shared with key ECCA recruitment stakeholders. Once we have received your application, you will be contacted either by post, telephone, or email to follow up your application if you are shortlisted.

### Closing dates

The closing date for submission of this application form is Monday 18<sup>th</sup> January 2010. Applications received after this date, will not be considered.

### Short listing

Short listing will be determined on the basis of the information provided on the completed application form. It is therefore important that all applicants submit a detailed and complete form. *Please do not submit a CV.*

**Selection for interview**

ECCA is not in a position to notify applicants who have not been shortlisted for an interview. If you do not hear from us within 2 weeks of the closing date for submission, please realize that your application will not have satisfactorily matched our requirements.

**SECTION A: Personal Information**

**Position Applied For:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Place of Birth:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(Mm/dd/yy)

**District of Residence:** \_\_\_\_\_ **Religion** \_\_\_\_\_

**Marital Status:** \_\_\_\_\_

**Nationality:** \_\_\_\_\_

**EDUCATION**

Please provide information about all forms of education and additional training courses you have undertaken in reverse chronological order (starting with the most recent).

<b>Dates Attended</b>	<b>Institution</b>	<b>Location</b>	<b>Award</b>

**CONTACT INFORMATION**

**Home Address:** \_\_\_\_\_

**Home phone:** \_\_\_\_\_

**Home fax:** \_\_\_\_\_

\_\_\_\_\_

**Mobile phone:** \_\_\_\_\_

\_\_\_\_\_

**Personal email:** \_\_\_\_\_

Do you have any dependants? Yes / No

If 'Yes'

- Please give name, contact and brief about what your wife / partner does.

- Number and ages of children (if applicable)

**Other skills**

Please list skills you have e.g. driving, proficiency in using computer packages like EXCEL e.t.c.

Please give details of your language skills



With reference to the detailed advert for this position please explain how you meet the person specification criteria on page 1 and how this combined with your qualification and experience (see page 2 and 3) make you the most suitable candidate for this position. Your submission for this section must not exceed this page

**SECTION B: Professional/Work Experience**

1. Provide the following information on your most recent employment: job title, description of activities, organization and contact information, period of employment, reference, salary

Name and Contact of Organisation	Job Title	Description of Activities	Period of employment	Reference	Salary

2. Describe the functions and responsibilities of your present job and how they relate to your career goals

3. If you are currently employed, why do you want to leave your current job?

4. What is your current/most recent salary?

5. Please attach a simple organisation structure showing your position in your current or most recent place of employment.

Please share your employment record over the past 5-10 years in the table below.

Dates From-to	Name, address and contacts of Organisation	Position held	Reasons for leaving

## **SECTION C: Extra Curricular And Volunteer Work**

### **ACTIVITIES**

Please provide detailed information about any membership you have in professional, community, public service organisations, etc. In addition, please share any community service volunteer experience you have, highlighting any positions of leadership you may have held or still hold. *Please include any relevant skills and experience gained.*

## **AWARDS AND PUBLICATIONS**

1. If relevant, please provide details of any education, community, and/or professional awards you have received and articles and publications (if any) you have written or collaborated on.

## **SECTION D: References**

1. Please indicate 3 people (not including relatives) who recommend you personally and professionally. Please provide name, address, email, and telephone numbers.

## SECTION E: Final Thoughts

1. How did you first hear about ECCA
2. Do you have any other comments/questions/thoughts for us? Feedback on this application process is also welcome.

If shortlisted are you available for an interview during the 3rd week of January 2010?

If offered this appointment when would you be free to start?

**Please note that if any particulars given by you in this application are assumed to be the truth about you. In the unfortunate event that you deliberately leave out any relevant facts, any offer of employment may be withdrawn.**

**I DECLARE THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THE INFORMATION GIVEN ON THIS FORM IS CORRECT.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

*Thank you for your interest in ECCA.*