
Job Title: Safeguarding Officer
Position: 1 Vacancy
Reporting to: Head of Programs
Contract duration: 2 years (renewable)
Duty station: Head Office with frequent field travels

About Teach For Uganda

Teach For Uganda is an indigenous non-profit organization dedicated to nurturing leaders who advance equitable access to quality education for children in low-income communities. Through a two-year teaching fellowship, we recruit, train, and place graduates from diverse academic backgrounds as full-time teachers in underserved schools to enhance foundational literacy and numeracy in primary schools while fostering leadership development.

Post-fellowship, our alumni become lifelong advocates for educational equity as community leaders, social entrepreneurs, and policy influencers. Since its inception, Teach For Uganda has impacted over 86,000 children across 183 schools in 12 districts. Currently, we have 182 alumni and over 280 active fellows teaching in 147 schools across Kayunga, Mukono, Buikwe, Bugiri, Namayingo, Buliisa, Kibaale, Hoima, Kikuube, and Kagadi.

Position Overview

The Safeguarding Officer will be responsible for overseeing and ensuring the safety and well-being of students, staff, and fellows within the Teach For Uganda program. He/she will be charged with implementing safeguarding policies, ensuring compliance with national and international safeguarding standards, and providing training and support to staff and fellows. He/she should be passionate about child protection, safeguarding, and maintaining a safe learning environment for all involved in our programs.

Key Measures of Success

1. Effective Implementation of Safeguarding Policies and Procedures:

Safeguarding policies are fully implemented and regularly reviewed for compliance and effectiveness. All staff, fellows, and stakeholders are trained and demonstrate awareness of safeguarding policies and protocols.

2. Incident Reporting and Resolution:

Safeguarding incidents are reported, documented, and resolved promptly in accordance with established guidelines. Clear and efficient reporting mechanisms are in place and accessible to all stakeholders.

3. Monitoring and Risk Assessment:

Regular risk assessments are concluded, and action plans are implemented to mitigate identified safeguarding risks. Monitoring activities demonstrate a safe environment for all beneficiaries, particularly children and vulnerable individuals.

4. Continuous Learning and Improvement:

Safeguarding practices are informed by lessons learned from incidents and feedback from stakeholders. Regular updates and improvements to safeguarding policies and training materials ensure alignment with best practices and legal requirements.

5. Compliance and Reporting:

All safeguarding activities meet organizational, national, and international compliance standards. Timely and accurate submission of safeguarding reports to management and donors, demonstrating accountability and transparency.

Performance Objectives**Policy and Systems Strengthening (30%)**

- Lead the development of safeguarding procedures and practices in Teach For Uganda, ensuring that safeguarding policies are in place, and rolled out across the organization.
- Act as a safeguarding focal point for all employees and fellows.
- Lead the implementation of Teach For Uganda's safeguarding policies ensuring compliance with local laws and regulations as well as best practices.
- Provide technical guidance, support, and advice to staff, fellows, and students on safeguarding issues, including prevention, response, and reporting of safeguarding concerns.
- In consultation with all levels of the organization, support the process of improving HR policy and practices, to include standards in onboarding materials and training courses for Teach For Uganda employees and related personnel; reinforcing SEAH/CP (Sexual Exploitation, Abuse, and Harassment/Child Protection) standards from the job description to final recruitment stage and performance management; and overall in systems development to ensure Teach For Uganda does not rehire or redeploy or provide references for those found responsible for SEAH.
- Ensure that relevant safeguarding inductions and trainings are in place and available for staff in appropriate formats and information channels.
- Support Leaders in training project officers in defining, compiling, and collecting data related to safeguarding and lead on reporting both internally and externally.
- Initiation of targeted and data driven prevention efforts.
- Develop and deliver training on safeguarding policies and procedures for staff, fellows, and beneficiaries to ensure that safeguarding concerns are identified and addressed in a timely and appropriate manner.

Monitoring, Evaluation and Learning (20%)

- Working closely with the monitoring and evaluation department, undertake field audits in placement areas.
- Undertake training to key staff on gaps identified and strengthening their capacity in areas related to protection and safeguarding.
- Develop an assessment plan and a checklist to assess Teach For Uganda's compliance with safeguarding.
- Advise and support Teach For Uganda to apply safeguarding procedures and facilitate related training as relevant to the mandate.
- Support Teach For Uganda to have in place effective and consistent monitoring and evaluation mechanisms for safeguarding.

Safe Programming/Risk Management (10%)

- Support management and mid-level managers in promoting a safeguarding culture within the organization.
- Support in safeguarding risk assessments, and collaborate with senior leadership to develop mitigation strategies and measures.

- Monitor red flags regarding implementation of and compliance with safeguarding policies to ensure they are duly addressed.

Case Management (20%)

- Work in close collaboration with the safeguarding committee at Teach For Uganda, process complaints and reported incidents, and manage related investigations;
- Maintain a log of all safeguarding cases including investigations and final action.
- Provide technical advice, support, and mentoring to staff, fellows and related personnel in conducting investigations and act as the resource person to help source tools and resources and provide any relevant guidance.
- Ensure that safeguarding incidents are reported according to donor and Teach For Uganda requirements.
- Submit monthly safeguarding reports.

Internal and External Learning (20%)

- Convene and facilitate the safeguarding coordination committee and encourage the safeguarding community of practice.
- Convene and facilitate training on safeguarding.
- Maintain accurate and up-to-date safeguarding records and databases, and prepare monthly reports on safeguarding activities and trends.
- Liaise with external stakeholders, including government agencies, other NGO's, partners, and community members, to share information and best practices and to build relationships to enhance Teach For Uganda's safeguarding efforts.

Required Qualifications and Experience:

- Bachelor's degree in Social Work, Development Studies, Law, Human Rights, or a related field.
- In-depth knowledge of Uganda's Child Protection Laws, National Safeguarding standards, and International Frameworks.
- At least five (5) years of professional experience working in safeguarding, protection, or related field, preferably with an NGO.
- Experience in designing, implementing, and monitoring safeguarding policies, procedures and best practices, including conducting investigations of safeguarding concerns.

Preferred Competencies:

- Strong analytical and problem-solving skills, effective organizational and interpersonal skills
- Strong understanding of safeguarding principles, child protection and gender-based violence prevention.
- Familiarity with national and international safeguarding regulations, frameworks and best practices.
- Excellent verbal and written communication skills to effectively share safeguarding policies and procedures with diverse audiences.
- Ability to build trust and maintain confidentiality when handling sensitive safeguarding issues.
- Ability to work independently with strong attention to detail and ability to meet deadlines.
- Passionate about Education: A deep commitment to Teach For Uganda's Vision and Mission.
- Empathy and sensitivity to address the needs of children and vulnerable individuals.

- Resilience to handle stressful situations and maintain professionalism under pressure.

What we Offer:

- Competitive salary and benefits package.
- Opportunities for professional development and growth.
- A collaborative, dynamic, and values-driven work environment.
- The opportunity to transform education in underserved communities in Uganda.
- A supportive team committed to children, learning, excellence, and collaboration.
- Membership in a global network of changemakers dedicated to educational equity.

Teach For Uganda Competencies (for all Teach For Uganda Staff)

- Put Children First in all actions and decisions.
- Embrace a Quest to Continuously Learn.
- Practice Humility and Respect for all.
- Foster Teamwork to achieve collective goals.

How to Apply:

Please email your resume with 3 professional referees and a one-page cover letter to careers@teachforuganda.org. Please indicate the position applied for in the subject line of your email by **8th October 2026**. Your cover letter should include why you are interested in Teach For Uganda and in this position.

Only shortlisted candidates will be contacted.