

## Safeguarding Officer for East Africa

### Full time assignment, Kampala (Uganda)

Within the framework of its safeguarding policy, horizont3000 management has decided to institutionalize safeguarding as a cross-cutting theme to build up long-term expertise and coordination roles. In addition to the safeguarding officer in the office in Vienna, safeguarding officers will be recruited in the two horizont3000 regional offices East Africa and Central America. Those new functions will support the anchoring of safeguarding institutionally at horizont3000, within all programmes and projects, support case management, as well as coordinate the safeguarding specific capacity development and the continuous roll-out and implementation of the safeguarding policy.

Within its safeguarding policy, horizont3000 has committed to accompany h3 staff and partner organisations to strengthen safeguarding at institutional and operational levels. Additionally, horizont3000 has a complaint mechanism in place and is committed to safeguarding reporting and responding, besides awareness, prevention and learning.

### Your Tasks

- act as ambassadors for safeguarding and undertake clear advocacy for it.
- responsible for the adequate adoption of the safeguarding policy, accompanying documents and processes to the relevant countries where we are operating.
- contact persons for the RCO director about safeguarding and the implementation of the policy.
- support and advise the further development of safeguarding in the region.
- Support partners in the development of their safeguarding policies.
- coordinates continuous professional support for partner organisations on safeguarding through different measures – such as the provision of documents, tools, coaching, counselling etc.
- supports ROEA staff in monitoring of mainstreaming safeguarding at project and programme level.
- give support and advice to the safeguarding officers Central America and Austria and openly exchange with them.
- are possibly members of a case management team.
- are points of contact for receiving concerns and complaints within the region, giving information and reference to a complaint/ case.
- provide reports to the h3 safeguarding officer Austria.
- share lessons learned in regional internal meetings, communication and training sessions.
- advise on trainings on safeguarding for staff and partner organisations and organisation of such in the region.
- exchange with national and international organisations on safeguarding.
- are actively involved and support in organising sharing and learning events on safeguarding.
- give support to Public Relations upon request and in coordination with the RCO director/ the managing director.

- participate in further training on safeguarding.

## Your Profile

- **Bachelor's degree in psychology, science of education, disability studies, social work, law or international cooperation and minimum 3 years of work experience. Post graduate training/ certification in safeguarding is an asset.**
- proven knowledge and understanding of safeguarding in international cooperation and in projects and programmes.
- experience in working with Civil Society Organisations of different sizes and backgrounds.
- experience or strong will in promoting safeguarding and safeguarding policy implementation.
- practical experience in capacity development.
- experience in project management and coordination.
- knowledge of gender concepts and a willingness to develop one's own skills in this area.
- team worker, strong communication and facilitation skills.
- strong resilience and self-care skills.
- fluency in English/ (Kiswahili (EA) or other languages of the region are an asset).

## Our Benefits

Further information on the financial benefits can be found in the [FAQs](#).

The position should be starting October 1, 2025. Please note that only suitable candidates will be contacted.

We look forward to receiving **applications August 29, 2025 at the latest via the job link or our job portal.**

## Project Environment

### Partner Organisation

horizont3000 East African Regional Office is situated in Kampala and operates in the 3 East African Countries Kenya, Tanzania and Uganda. It supports approximately 16 partner organisations in the region that implement projects in sustainable livelihoods and human rights & civil society. Some partner organisations are strong and well-established national or regional umbrella organisations, whereas others are small community-development oriented NGOs.

horizont3000 supports partner organisations in capacity building initiatives that ensure institutional growth through its technical assistance programme.

### Deployment site

The capital city of Kampala is located in southern Uganda, directly on Lake Victoria. Due to its altitude, the climate is temperate. Entebbe International Airport is approximately 35 km outside the city. Overland roads are well-developed, but in Kampala, while most streets are paved they are sometimes in poor condition and some side streets remain unpaved. Traffic volume in the city area is very high and prone to congestion, so it is recommended to seek accommodation close to the workplace. Housing with international standards is available in Kampala. The supply situation is excellent. Medical care is very good. There are international schools and numerous recreational opportunities (sports facilities, public hotel

pools, gyms, cinema, a wide range of cultural offerings, and excursion destinations). Due to the relatively low everyday crime, Kampala can be considered relatively safe compared to other African metropolises.

A number of hospitals can be accessed within reasonable distance from place of work. Many malls, stores (supermarkets), small shops exist for the purchase of groceries, clothes, household items, etc. shops are open from early morning to late night.

Kampala is generally safe; except for some petty theft. Kampala is one of the safest capitals in Africa. It is fairly safe to walk or take Taxis/matatus all day long, but don't take unnecessary chances using them at night, but rather make use of Uber, or trusted taxi drivers. In addition, the Regional Office East Africa provides security alerts when received from reliable sources, such as the UN and EU. One is encouraged to be responsible and ensure personal security.

Apply

Diversity, inclusion and equal opportunities are very important to horizont3000. We welcome applications regardless of gender, age, ethnic origin, nationality, religion, disability via our job portal. **Only qualified Ugandans are encouraged to apply.**

horizont3000 is committed to providing a safe organisation and to preventing harm in any form for all staff and associated personnel, children and the community with whom they interact. Therefore, horizont3000 is implementing the highest standards of recruiting incl. check of criminal records and vetting procedures. Selected candidates adhere to the Code of Conduct.