



## **LOCAL GOVERNMENT FINANCE COMMISSION**

### **EXTERNAL ADVERTISEMENT NO.1 2026**

The Local Government Finance Commission (LGFC) was established under Article 194 of the Constitution of the Republic of Uganda (1995) and the Local Government Act, Cap 139 to advise Government on all matters concerning the distribution of revenue between the Central Government and Local Governments and the allocation to each Local Government, of money out of the Consolidated Fund.

The Commission seeks to recruit competent and well-motivated Ugandans to fill the following vacant positions that exist at the Local Government Finance Commission (LGFC).

Interested persons can apply for not more than two (2) positions.

- 1. Senior Planner (1).**
- 2. Senior Communications Officer (1).**
- 3. Senior Research Officer- M&E(1)**

The positions are contractual for a period of four (4) years and subject to renewal upon satisfactory performance.

**NB: Details of the Job Descriptions can be accessed from the LGFC Website: [www.lgfc.go.ug](http://www.lgfc.go.ug)**

## APPLICATIONS

All applications must be accompanied with recent CVs detailing work experience, letters of previous and current appointment, certified professional and educational qualifications. Applicants must also include a copy of their National Identity Card and three (3) referees (including their names, workplace and contact details). Females are encouraged to apply and applications should be physically delivered to the address below not later than **24th February 2026** or may be submitted through LGFC Email: [lgfc@lgfc.go.ug](mailto:lgfc@lgfc.go.ug).

**The Commission Secretary,  
Local Government Finance Commission  
P.O. Box 23143 -Kampala - Uganda  
10th Floor, Northern Wing, Workers House  
Plot 1 Pilkington Road**

### 1. REF no. LGFC/SPL/01/2026

<b>Job Title</b>	<b>Senior Planner</b>
<b>Salary scale</b>	<b>LGF-5</b>
<b>Entry Age</b>	<b>30-45 Years</b>
<b>Reports to</b>	<b>Principal Planner</b>
<b>Directly Supervises</b>	<b>• Planner</b>

#### Job Purpose

Provide technical support to the LGFC in budgeting, formulation, review and development of strategic plans, projects and programmes in line with the National Planning and Budgeting Cycle.

#### Key Functions

- (1) Carry out research for the review, analysis and development of strategic plan options to guide the Office of the LGFC in determining priorities and resources allocation;
- (2) Oversee the Development and constant review of the LGFC plans, projects and policies; and
- (3) Monitor and evaluate the Implementation of Local Government Commissions plans, programmes and projects
- (4) Provide technical support and guidance to Directorates, Departments and Units in their priorities, work plans and budgets;



- (5) Draft projects proposals and submit to the Principal Planner for presentation to the relevant authorities;
- (6) Study and analyze strategic plans options for the LGFC and supports implementation of investment priorities;
- (7) Supervise and appraise the performance of the lower staff;

#### **PERSON SPECIFICATION**

##### **(a) Qualification**

- (i) An Honors Bachelor's Degree in Economics, Statistics, Monitoring and Evaluation, Development Evaluation, Quantitative Economics from a recognized Institution from a recognized institution;
- (ii) A Master's degree in Economic Policy and Planning, Economic Research, Monitoring &Evaluation, Development Evaluation, Quantitative Economics and development from recognized professional institutions.

##### **(b) Experience**

Must have at least three (3) years of working experience in the area of planning in the Public or a reputable organization.

#### **(C) Competences:**

##### **(i) Technical**

- Planning, organizing and coordinating skills;
- Planning and budgeting skills;
- Negotiations skills;
- Professional knowledge of the budget policy and Public Finance and Management Act 2015;
- Good analytical, numeric,
- Report writing and presentation skills.
- Project Planning and Financial management;
- Information Communication Technology (ICT);

##### **(ii) Behavioral**

- Effectively communication;
- Self-motivated, enthusiastic and flexible enough in addressing different situations.
- Capacity to work under tight schedules.
- Concern for standards
- Results orientation
- Teamwork and Time management
- Effective Communication



2. REF no. LGFC/SRO/02/2026

Job Title **Senior Research Officer**  
Salary scale **LGF-5**  
Entry Age **30-45 Years**  
Reports to **Principal Research Officer**  
Directly Supervises  
• **None**

**Job Purpose :**  
To design and implements research projects and evidence-based initiatives for the LGFC.

**Key Functions**

- (1) Monitoring and Evaluation System Leadership: Develop and oversee monitoring and evaluation policies, tools and procedures for effective data collection, analysis and reporting.
- (2) Performance Monitoring: Monitor Commission activities, expenditure and progress against Key Performance Indicators (KPIs) and strategic goals
- (3) Data and Reporting: Manage data quality, conduct impact assessment,/Analysis of the Commission or other Government of Uganda fiscal decentralization interventions and provide findings to the Commission and stakeholders
- (4) Learning and Knowledge management: Foster a culture of learning by identifying lessons learned, sharing insights, and recommending improvements for program strategy.
- (5) Capacity building: Train and mentor staff on Monitoring and Evaluation principals, methods and tools
- (6) Strategic input: Provide technical support for proposal development, resource mobilization and ensure logical frameworks are robust
- (7) Stakeholder engagement: Coordinate with staff, partners and external experts to ensure monitoring and evaluation is aligned with the vision of the organization.

**PERSONAL SPECIFICATIONS**

(a) **Qualifications**

(i) An Honors Bachelor's Degree in Economics or Statistics, Monitoring and Evaluation from a recognized Institution from a recognized institution;



(ii) A Master's Degree in Economics or Statistics, or Monitoring and Evaluation, Development Evaluation with a bias in Project Planning and Economics, from a recognized Institution

**(b) Experience**  
At least three (3) years working experience at Officer Level in areas of research, Monitoring and Evaluation work in reputable institution

**(c) Competencies**

**(i) A Technical**

- Strong research, social policy and/or numerical skills;
- A high level of knowledge in the use of database software and specialist packages, such as SPSS;
- Must have leadership and management skills
- Good organizational skills;
- Practical computer experience
- Possess Report writing skills
- Knowledge of monitoring and evaluation tools, strategies and

**(ii) Behavioral**

- Exhibit integrity be value based honest and result oriented
- Should be able to effectively work with persons from diverse backgrounds
- Should Possess Analytical, Judgmental and Listening Skills
- A high level of motivation and initiative
- The ability to work well as part of a team
- strong communication and interpersonal skills;

### 3. REF no. LGFC/SCO/03/2026

**Job Title:** Senior Communications Officer

**Salary scale:** LGF5

**Entry Age** 30-45 Years

**Reports to :** Commission Secretary

**Directly Supervises:** None



**Job Purpose:**

Establish and maintain a positive image of the LGFC through research, dissemination and responding to negative publicity or news in a timely manner; and creating mutual understanding between the LGFC and other Institutions and the public.

**Key Functions**

- (1) Acts as the Spokesperson for the LGFC.
- (2) Develops and implements plans, strategies, programmes and activities aimed at projecting a positive image of the Office of the LGFC;
- (3) Determines, packages, translates and disseminates information of interest to LGFC and the Country to different categories of major stakeholders and the public; and maintain a sound feedback mechanism;
- (4) Advocates, create, builds and maintains good will and a positive image of the LGFC;
- (5) Carries out researches, prepares and writes articles and press statements for the Commission Secretary for the media;
- (6) Prepares and organizes media and press releases and briefings, publications about LGFC Commission decisions and the LGFC policies, plans, strategies, programmes, initiatives; and communicates to the relevant fora;
- (7) Establishes and maintains collaboration linkages with the communications industry and the Media Houses and the internal organs of LGFC for purposes of creating cordial relationships and upholding the overall image for the Office of the LGFC;
- (8) Promote LGFC's corporate identity and constantly lookouts for opportunities to position and present the LGFC in a positive lime light;
- (9) Carries out media monitoring, analysis and responds to inquiries about the LGFC for purposes of promoting and upholding a positive image and relationship with the media both locally and internationally;
- (10) Routinely interacts with the media, schedule media programmes such as talk shows, interviews, press briefings and interviews for the Commission Secretary.
- (11) Advises and briefs the Commission Secretary on media reports, responds to public relations issues raised on the Management and staff of the LGFC and continuously makes follow ups;
- (12) Organizes photography and press media coverage of major functions and events undertaken by the LGFC;



## PERSONAL SPECIFICATIONS

### Qualifications

- (i) Should have an Honors Degree in Journalism, Mass Communication or Public Relations obtained from a recognized Institution;
- (ii) A master's degree in Mass Communications, Journalism or Public Relations obtained from a recognized Institution.

### Experience:

At least three (3) years working experience at Officer level in an Institution fully engaged with communications, public relations and Media related Issues;

### Competencies

#### (i) Technical

- Excellent writing skills
- Report Writing and presentation skills
- Good organizational and management skills
- Flexibility and the ability to multi-task
- Analytical and decision-making Skills
- negotiation skills

#### (i) Behavioral

- Ability to work under pressure and to tight deadlines
- Team player
- A strong interest in the media.
- Good time management
- Ability to pay close attention to detail
- Ethics and Integrity
- Listening and judgmental skills and effective Communication
- Innovative and result oriented
- Confident and Curious to understand issues

Issued by:



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COMMISSION SECRETARY

Date: 02/02/2026