



JOB VACANCY

Position: Social Enterprise Associate

Reports to: National Coordinator

Terms of Employment

This position is offered on a two-year renewable contract, subject to satisfactory performance and the availability of funding.

Role Summary

The **Social Enterprise Associate** will lead the management, growth, and sustainability of the Social Enterprise. The position is responsible for driving business development, value addition, sales and marketing, consultancy services, strategic partnerships, branding, and enterprise performance to generate sustainable revenue while advancing the organization's mission. The role will promote innovation, strengthen market linkages, and foster inclusive business models that create **lasting social, economic, and environmental impact** while ensuring the long-term sustainability of the enterprise.

Key Roles and Responsibilities

1. Business Development and Enterprise Growth

The Social Enterprise Associate will drive the expansion and sustainability of the enterprise by:

- Develop and implement business growth strategies that increase enterprise revenue and sustainability.
- Identify, design, and develop innovative business models, products, and services that respond to market opportunities.
- Design innovative business proposals and projects to generate revenue and expand the social enterprise.
- Lead the preparation of high-quality business proposals, concept notes, grant applications, and investment pitches.
- Identify and establish strategic partnerships with government agencies, private sector actors, development partners, financial institutions, and other stakeholders.
- Conduct market research and competitor analysis to identify emerging business opportunities.
- Develop new markets while strengthening relationships with existing clients.
- Diversify the enterprise's products, consultancy services, and income streams.
- Participate in proposal development and grant writing for new business opportunities.
- Expand the enterprise's client base and diversify its service portfolio.

Key Performance Indicators (KPIs)

- Number of new business opportunities secured.
- Value of revenue generated.
- Number of strategic partnerships established.
- Number of successful proposals submitted.

2. Enterprise Operations and Service Delivery

The Associate will ensure efficient coordination and delivery of enterprise services by:

Service Delivery

- Ensure 100% timely and high-quality delivery of services to clients, meeting or exceeding customer expectations.
- Coordinate all consultancy assignments from inception to completion.
- Develop consultancy work plans, budgets, contracts, and schedules.
- Ensure timely delivery of quality services that meet client expectations.
- Coordinate consultants and technical experts throughout assignments.
- Maintain quality assurance standards across all enterprise products and services.
- Develop systems for tracking client satisfaction and service quality.
- Ensure compliance with contractual obligations and organizational policies.
- Maintain high standards of professionalism and client satisfaction throughout service delivery.

Key Performance Indicators (KPIs)

- Percentage of consultancy assignments completed on time.
- Client satisfaction ratings.
- Number of repeat clients.
- Quality assurance compliance.

3. Sales, Marketing, and Business Promotion

The Associate will promote the visibility and commercial success of the Social Enterprise through:

- Develop and implement annual sales and marketing strategies.
- Identify and pursue new clients for consultancy, training, value addition products, and enterprise services.
- Organize promotional campaigns, exhibitions, trade fairs, and product launches.
- Develop sales plans and monitor sales performance.
- Build and maintain customer relationships to increase client retention.
- Develop pricing strategies and promotional offers where appropriate.
- Develop and implement marketing strategies to increase sales and promote the Social Enterprise brand.
- Ensure the organization's branding is consistently applied across all communication and promotional materials.
- Manage and regularly update the organization's social media platforms to enhance visibility, stakeholder engagement, and customer outreach.

Key Performance Indicators (KPIs)

- Annual sales growth.
- Number of new clients acquired.
- Customer retention rate.
- Market expansion achieved.

4. Value Addition and Product Development

The Associate will support enterprise innovation through:

- Identify opportunities for value addition of agricultural products.
- Support product development, packaging, labelling, and market positioning.
- Coordinate product certification and quality assurance processes.
- Promote compliance with relevant national standards.
- Facilitate market linkages for value-added products.

KPIs

- Number of new products developed.
- Sales from value-added products.
- Product quality compliance.

5. Monitoring, Reporting, and Learning

The Associate will ensure effective performance management through:

- Prepare comprehensive monthly, quarterly, and annual enterprise performance reports.
- Monitor progress against enterprise targets and annual work plans.
- Analyze financial and operational performance.
- Document lessons learned, innovations, and success stories.
- Provide recommendations for improving enterprise performance and sustainability.

KPIs

- Timely submission of reports.
- Quality of performance analysis.
- Implementation of improvement recommendations.

6. Financial and Resource Management

The Associate will contribute to sound financial management through the following:

- Prepare annual enterprise budgets and activity budgets.
- Monitor expenditure against approved budgets.
- Support income forecasting and financial planning.
- Ensure cost-effective utilization of enterprise resources.
- Work closely with the finance team to monitor profitability and financial performance.

KPIs

- Budget adherence.
- Revenue growth.
- Cost efficiency.
- Profitability of enterprise activities.

7. Partnerships and Stakeholder Engagement

The Associate will strengthen collaboration by:

- Build and maintain relationships with clients, government institutions, development partners, academia, private sector actors, and farmer organizations.
- Represent the organization at meetings, exhibitions, conferences, and networking events.
- Coordinate strategic collaborations that enhance enterprise growth and visibility.
- Mobilize technical and financial support for enterprise initiatives.

KPIs

- Number of active partnerships.
- Joint initiatives implemented.
- Stakeholder satisfaction.

8. Other Responsibilities

- Perform any other duties assigned by the National Coordinator that are consistent with the objectives of the Social Enterprise.
- Uphold the organization's values, policies, and professional standards at all times.

Expected Competencies

The successful candidate should demonstrate:

- Excellent marketing and sales abilities.
- Strong business development and entrepreneurial skills.
- Proposal and grant writing expertise.
- Knowledge of agribusiness and agricultural value chains.
- Strong communication and networking skills.
- Digital marketing and social media management skills.
- Excellent report writing and analytical skills.
- Strong project management and organizational abilities.
- Ability to work independently and deliver results under minimum supervision.
- High levels of integrity, professionalism, and innovation.

Minimum Qualifications

- Bachelor's degree in Agribusiness Management, Agricultural Economics, Business Administration, Marketing, Entrepreneurship, Commerce, Agriculture, Agricultural Science, Development Studies, Social Entrepreneurship, or a related field from a recognized institution. A Master's degree is an added advantage.
- Diploma in Agribusiness Management, Business Management, Marketing, Agri-Processing, Agriculture, or a related field with relevant experience may be considered.
- Professional certification or training in Project Management, Marketing, Digital Marketing, Business Development, Monitoring and Evaluation (M&E), or Entrepreneurship is an added advantage.



Professional Experience

- Minimum 2–5 years of relevant experience in business development, sales and marketing, social enterprise management, agribusiness, enterprise development, or project implementation.
- Demonstrated experience in marketing, branding, customer acquisition, proposal and grant writing, partnership development, market research, and revenue generation.
- Experience working with NGOs, social enterprises, donor-funded projects, or the private sector is an added advantage.

How to Apply

Submit a letter of application with a Curriculum Vitae (CV), names and addresses (including telephone/e-mail) of three referees, and date of availability. You can send your application addressed to “the ACSA Chairman Board of Directors” P. O. Box 21556, Kampala or by email, stating the job title in the subject line to info@acsa-ug.org before **31st July 2026**. Or hand-deliver your application to the ACSA Uganda office in Nsambya, Plot 272, Kibuga, House A16, Nsambya Estate between Monday and Friday during working hours (9:00 AM to 5:00 PM).

Only shortlisted candidates will be contacted.



Advocacy Coalition for Sustainable Agriculture

P.O Box 21556, Kampala Uganda,
Website: www.acsa-ug.org

“Collective Voices for Sustainable Development”