



ABILITY SPORTS AFRICA

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and Elephante Commons in Gulu City

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JOB ADVERTISEMENT

26/01/2026

Ability Sports Africa (ASA) is a grassroots organization based in Gulu, Uganda that runs adaptive and inclusive sports programs for children and youth with disabilities to provide equal opportunities for disabled people to enjoy the holistic life benefits of sports. ASA uses adaptive games and sports as a platform for social inclusion, advocacy, and raising awareness to promote disability rights and equal participation for disabled people in society. In partnership with **Light for the World (LFTW)** an organization that has significantly contributed to strengthening eye health systems and amplifying the voices of persons with disabilities, ASA is jointly implementing a three-year project titled “**Leveling the Playing Field: Adaptive Sports for Inclusion and Transformational Change,**” funded by the Adidas Foundation.

The project will be implemented in inclusive primary schools and surrounding communities within Gulu City Divisions and Gulu District (Awach Sub-County). Its overall aim is to advance the rights of children with disabilities, especially girls by promoting their participation in play and sports, while improving their social well-being, physical health, and economic empowerment..

ASA is seeking passionate, experienced, and committed individuals who love working with persons with disabilities, particularly girls and boys with disabilities.

Safeguarding Commitment

ASA has a zero-tolerance policy toward abuse, exploitation, and harm against children, both with and without disabilities. We will not recruit individuals with safeguarding concern, and a rigorous vetting process will be performed for all applicants.

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Position 1:

Job Title: Project Accountant

Reporting to: Executive Director

Duty Station: Gulu City (with field travel in Gulu District)

Contract Type: Full-time

Organization: Ability Sports Africa (ASA)

Job description:

The Project Accountant is responsible for ensuring effective financial management, accountability, and compliance with donor, organizational, and statutory requirements. The role supports accurate financial reporting, budget control, and transparent use of funds in line with NGO and donor standards.

Roles and responsibilities.

Project Financial Management

- Maintain accurate and up-to-date financial records in accordance with NGO accounting standards.
- Prepare donor financial reports in line with funding agreements and deadlines.
- Ensure proper documentation and filing of all financial transactions.
- Manage petty cash and ensure accountability of advances and retirements.

Financial Reporting & Donor Compliance

- Prepare and manage cashbooks, ledgers, journals, and bank reconciliations.
- Ensure compliance with donor guidelines, grant agreements, and organisational financial policies.
- Support audits and donor reviews by providing required financial documentation.
- Prepare accurate and timely project financial reports for donors, management, and partners.
- Prepare monthly payroll and manage staff advances and deductions.

Budgeting & Planning

- Support proposal development by preparing budgets and budget narratives.
- Participate in project grant start-up and close-out processes, including financial handovers and final reporting.

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Coordination & Communication

- Work closely with the Project Manager, Procurement, and Operations teams to ensure smooth project implementation.
- Provide financial guidance to Project Managers and non-finance staff and when.

Qualification.

- Degree in Accounting or related academic qualification.
- Must possess knowledge of filing PAYEE, and Income Tax for the organization.
- Experience of 3-5 years in the field of accounting or related fields.
- Must have some experience of working in NGOs/institutions that work with vulnerable children.
- Experience of working with persons with disability
- Excellent communication and socialization skills.

Position 2:

Job Title: Project Coordinator

Reporting to: Executive Director

Duty Station: Gulu City (with field travel in Gulu District)

Contract Type: Full-time

Organization: Ability Sports Africa (ASA)

Job description:

The Project Coordinator is responsible for the overall planning, coordination, implementation, monitoring, and reporting of ASA's inclusive and adaptive sports projects. The role ensures that project activities are delivered on time, within budget, and in compliance with donor, safeguarding, and organizational standards, while promoting the rights, inclusion, and well-being of children with disabilities.

Roles and responsibilities.

Project Planning & Coordination

- Lead the planning and coordination of project activities in line with approved project proposals, work plans, and budgets.
- Coordinate project staff, coaches, teachers, volunteers, and partners to ensure smooth implementation.

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- Develop and regularly update detailed activity plans, implementation schedules, and timelines.

Project Implementation Support

- Oversee implementation of inclusive and adaptive sports activities in schools and communities and ensure they are implemented in accordance with approved plans and budgets.
- Provide operational and logistical support for project activities, meetings, workshops, and field visits.
- Ensure activities reach targeted children with disabilities, especially girls, in a safe and inclusive manner.
- Ensure quality delivery of training for teachers, parents, and community stakeholders.
- Liaise with internal teams (Finance, Procurement, MEAL, HR) to facilitate smooth project delivery.

Financial & Administrative Support

- Support budget tracking and expenditure monitoring in collaboration with the Finance and Accounting teams.
- Initiate procurement and payment requests in line with organisational procedures.
- Ensure timely submission of accountability documents and activity-related expenses.

Monitoring, Reporting & Documentation

- Track project progress against agreed indicators, outputs, and outcomes.
- Ensure timely collection of monitoring data, success stories, and lessons learned.
- Contribute to internal knowledge sharing and learning processes.
- Prepare and submit monthly, quarterly, and donor reports in line with organizational and donor reporting requirements.
- Support visibility and communication activities related to the project where required.

Stakeholder & Partner Coordination

- Act as a key liaison with implementing partners, community stakeholders, and service providers.
- Support coordination meetings and ensure effective communication among stakeholders.
- Follow up on partner deliverables and reporting requirements.

Risk Management & Compliance

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- Identify implementation risks and flag issues to the Executive Director in a timely manner.
- Support compliance with donor requirements, safeguarding, and organisational policies.
- Ensure cross-cutting issues such as gender, inclusion, and safeguarding are integrated into project activities.

Qualification

- Masters in project management or international development field.
- 3-5 years' experience in project management or coordination
- Must be good in planning and coordinating activities as planned
- Project cycle management: planning, budgeting, procurement, implementation, monitoring & evaluation (M&E), and reporting.
- Basic IT literacy: Microsoft Office/Google Workspace, spreadsheets, email, simple data platforms; comfort using mobile data collection tools (e.g., Kobo, ODK) is advantageous
- NGO experience would be a plus
- Some experience in inclusive development and working with individuals with disabilities is recommended
- He or she must be passionate about sports and the physical well-being of children.

Position 3:

Job Title: Adaptive Sports officer

Reporting to: Project Coordinator

Duty Station: Gulu City (with field travel in Gulu District)

Contract Type: Full-time

Organization: Ability Sports Africa (ASA)

Job description:

The Adaptive Sports Coordinator is responsible for the technical leadership, coordination, and quality delivery of inclusive and adaptive sports programs for children with disabilities. The role ensures that sports activities are safe, inclusive, age-appropriate, and disability-responsive, contributing to improved physical, psychosocial, and social outcomes for children and youth with disabilities.

Roles and Responsibilities.

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Programme Coordination & Implementation

- Design and adapt sports activities to meet the needs of children with different types of disabilities.
- Develop adaptive sports curricula, session plans, and training manuals for schools and community programs in accordance with approved workplans and budgets.
- Coordinate delivery of adaptive sports sessions in schools and community settings.
- Support organisation of training, sports sessions, competitions, and community outreach events.
- Ensure adaptive sports activities are inclusive, safe, and accessible to persons with diverse disabilities.
- Support planning and implementation of inclusive sports events, tournaments, and outreach activities.

Programme Participant Support.

- Support identification, registration, and participation of athletes with disabilities.
- Work closely with coaches, physiotherapists, and support staff to ensure participant wellbeing and safety.
- Promote athlete-centred approaches that respect dignity, choice, and inclusion.
- Provide technical guidance on inclusive sports methodologies to teachers, coaches, and volunteers.

Learning & Capacity Building.

- Train and mentor games and sports teachers, ASA coaches, and community facilitators on adaptive sports techniques.
- Document lessons learned and contribute to continuous programme improvement.

Logistics & Administrative Support.

- Coordinate logistics for sports activities, including venues, equipment, and transport.
- Support procurement and inventory management of adaptive sports equipment.
- Track activity-related expenses and submit accountability documentation in a timely manner.

Safeguarding, Inclusion & Risk Management

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- Ensure all adaptive sports activities comply with ASA safeguarding, child protection, and safety standards.
- Conduct risk assessments for sports activities and ensure use of appropriate equipment and safe practices.

Qualification

- Should have a degree in sports science or another related field
- Should have at least 5 years working in sports related projects.
- Should be knowledgeable about disability and adaptive sports, including rules of adaptive games, training methods, use and maintenance of adaptive equipment, coaching adaptations for various disabilities, etc.
- Must be a good communicator and innovative.
- First aid and CPR certification; strong training or certifications in child safeguarding.
- Must be a team leader who gives opportunities for others to shine in what they do best.
- Must have a coaching certificate in at least one adaptive sport or disability sports.

Position 4:

Job Title: Physiotherapist

Reporting to: Project Coordinator/ Executive Director

Duty Station: Gulu City and Gulu District (community and home-based work)

Contract Type: Full-time

Organization: Ability Sports Africa (ASA)

Job description:

The Physiotherapist is responsible for providing community- and home-based physiotherapy services to children with disabilities, supporting their physical development, functional independence, and participation in inclusive and adaptive sports. The role also strengthens parent and caregiver capacity through training in basic home therapy and rehabilitation practices.

Roles and responsibilities

Clinical & Rehabilitation Services

- Conduct functional assessments of children with disabilities to determine physiotherapy needs.

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- Provide individual and group physiotherapy sessions in homes, schools, and community settings.
- Develop and implement individual therapy plans aligned with each child's abilities and goals and adjust them accordingly.
- Provide injury prevention, treatment, and post-injury rehabilitation for adaptive sport athletes.
- Link children and families to health facilities, rehabilitation services, and assistive devices.

Adaptive Sports Support

- Support safe participation of children with disabilities in adaptive sports activities and competitions.
- Advise coaches and trainers on adaptive techniques, safe training loads, and appropriate exercises.
- Recommend and guide the use of assistive devices, adaptive equipment, and protective gear.
- Support adaptive swimming and water therapy sessions where applicable.

Training & Capacity Building

- Train athletes, coaches, and project staff on basic physiotherapy principles, injury prevention, and safe movement.
- Provide guidance on warm-up, cool-down, stretching, and conditioning practices.
- Contribute to capacity building of community-based rehabilitation and sports personnel where applicable.
- Train parents and caregivers on basic home therapy techniques, positioning, mobility, and daily living support.
- Support parent support groups with practical demonstrations and follow-up coaching.

Monitoring, Documentation & Reporting

- Maintain accurate and confidential physiotherapy records and participant files.
- Contribute to project monitoring by documenting outcomes, progress, and challenges.
- Support preparation of technical inputs for donor and project reports.
- Monitor and document progress of children during home visits.

Qualification.

- Must have a degree in physiotherapy from a recognised University

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- Strong understanding of anatomy, therapy principles, and providing exercises for children with various forms of disabilities.
- Should be able to carry out home therapy.
- Should be able to teach basic home therapy skills for parents of children with disabilities (Parent support groups)
- Must have skills of water therapy and adaptive swimming.
- Should have good communication skills and inter-personal skills.

Position 5:

Job Title: Community Head Coach (2) Positions

Reporting to: Adaptive Sports Officer.

Duty Station: Community-based (Gulu City or Gulu District – Awach)

Contract Type: Full-time / Project-based

Organization: Ability Sports Africa (ASA)

Job description:

The Community Head Coach is responsible for leading, coordinating, and supervising inclusive and adaptive sports activities at community level. The role ensures effective delivery of safe, inclusive, and quality sports programs for children with and without disabilities, while strengthening collaboration with schools, parents, and community stakeholders.

Roles and Responsibilities.

Coaching Leadership & Programme Delivery

- Lead implementation of regular sports sessions for **children with disabilities**, ensuring participation of girls and boys.
- Coordinate schedules and activities with schools, games teachers, and ASA coaches.
- Mentor and supervise ASA coaches and volunteers at community level.

Programme Participant Development & Performance

- Support identification and development of talented children in inclusive sports.
- Mobilize children, parents, schools, and community members to participate in inclusive sports activities.
- Monitor athlete performance, attendance, and development over time.
- Support organization of community sports events and outreach activities.

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- Ensure proper use, care, and storage of sports equipment at community level.
- Maintain attendance registers and activity records.
- Provide regular progress reports to the Adaptive Sports Coordinator or Project Coordinator.

Coordination & Stakeholder Engagement

- Work closely with Adaptive Sports Coordinators, physiotherapists, schools, and community leaders.
- Work closely with parent support groups and community leaders to promote inclusion and participation.
- Represent the project at community meetings and sports forums where required.
- Represent ASA in community meetings and local coordination forums when required.

Monitoring, Reporting & Administration

- Maintain accurate training attendance, performance and development records as well as athlete profiles.
- Contribute to activity reports, success stories, and lessons learned.
- Support data collection for monitoring and evaluation purposes.

Safeguarding, Inclusion & Welfare

- Ensure all adaptive sports activities comply with ASA safeguarding, child protection, and safety standards.
- Promote gender equality, disability inclusion, and safe sport principles.
- Identify and report safeguarding concerns or incidents in line with organisational procedures.

Qualification.

- Diploma or Certificate in Coaching
- Ability to coordinate sports activities within their community.
- Ability to mobilize and coordinate with games and sports teachers of local schools and ASA Coaches.
- Should possess good communication skills and time management skills.
- Should be ethical and passionate about sports.
- Experience with adaptive sports coaching is advantageous
- Must be a resident of the said locations or willing to reside in those positions.
- Should be a person with a disability.

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Position 6:

Job Title: Volunteer ASA Coach (10)

Reporting to: Community Head Coach / Adaptive Sports Officer

Duty Station: Community-based (Gulu City or Gulu District)

Engagement Type: Volunteer

Organization: Ability Sports Africa (ASA)

Gulu City: 6 Coaches

Gulu District: Awach 4 Coaches.

Job description:

Volunteer ASA Coaches support the delivery of inclusive and adaptive sports activities for children with and without disabilities at school and community level. The role contributes to children's physical, mental, and social well-being while promoting inclusion, teamwork, and positive community attitudes toward disability.

Roles and Responsibilities

Coaching & Training Support

- Support delivery of inclusive and adaptive sports sessions under guidance of the Community Head Coach.
- Assist in organizing games, drills, and play-based activities suitable for children with different abilities.
- Support safe use of sports equipment and ensure safe play environments.

Programme participant Support & Engagement

- Support mobilization of children and parents for sports activities.
- Encourage active participation of girls and boys with disabilities.
- Promote respect, teamwork, and inclusion among all participants.
- Help identify children who may need additional support and report to supervisors.
- Participate in community events, sports days, and outreach activities.

Safeguarding, Safety & Inclusion

- Follow ASA safeguarding, child protection, and code of conduct policies at all times.
- Act as a positive role model for youth in the community.

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Monitoring & Basic Reporting

- Assist in keeping basic attendance and activity records.
- Share observations on athlete progress, challenges, or concerns with the supervising coach.
- Participate in training, reflection, and review meetings when required.

Qualification.

- Must be a passionate sports person age 20- 30
- Some previous experience with sports coaching or involvement in local sports clubs is recommended
- Must be a resident of the community where the project will be implemented
- Should have strong interest in coaching children and youth with disabilities in adaptive sports and be ready to learn new knowledge.
- Youth with disabilities are encouraged to apply.

NB. Interested applicants should submit the following documents **as one PDF file**:

- Cover Letter
- Curriculum Vitae (CV)
- Relevant academic and professional documents

✉ **Send applications to:** career@abilitysportsafrica.org Copy: faruk@abilitysportsafrica.org

Deadline to Submit your application is 6th February 2026 at 5:00pm

OR Hand delivery at our office at Elephante Commons along Jomo Kenyatta Road

NB. Only shortlisted candidates will be contacted.

Ability Sports Africa is an **equal opportunity employer** and strongly encourages applications from **women and persons with disabilities**.

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