



COMMUNITY BASED INCLUSIVE DEVELOPMENT ORGANIZATION
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TRUSTEE: ANGLICAN CHURCH OF TANZANIA, DIOCESE OF KAGERA

Date: 8th, April 2026

VACANCY ANNOUNCEMENT

Community Based Inclusive Development Organization (CBIDO) is a local Non-Governmental Organization based in Karagwe District, Kagera Region. CBIDO works to improve the quality of life of children and youth with disabilities and to prevent disability through reproductive, maternal and child health interventions.

CBIDO is implementing the **Disability Prevention and Rehabilitation Pamoja Program (DPRPP)** in collaboration with communities and Local Government Authorities in Kagera Region. The program focuses on all Community Based Rehabilitation (CBR) domains including Health, Inclusive Education, Livelihood, Social Inclusion and Empowerment.

CBIDO invites qualified, motivated and committed Tanzanians to apply for the following positions:

1. COMMUNITY BASED REHABILITATION COORDINATOR (CBRCO) – 12 POSTS

Duty Stations: Kyerwa, Missenyi and Ngara Districts

Reports to: District Coordinator



Key Responsibilities

- Coordinate implementation of CBR activities at ward level
- Conduct community sensitization on disability prevention and inclusion
- Identify, refer and follow up children and youth with disabilities
- Conduct home visits, outreach services and community meetings

- Build capacity of CHWs, CBRFs, caregivers and community groups
- Support development and implementation of Individual Rehabilitation Plans (IRPs)
- Facilitate local advocacy and inclusion initiatives
- Collaborate with health facilities, schools and local leaders
- Participate in Ward Development Committee (WDC) meetings
- Collect data and prepare monthly reports
- Act as a link between community, ward authorities and CBIDO

Minimum Qualifications

- Diploma in Community Development, Health, Education or related field
- Experience working with communities or vulnerable groups
- Good communication skills (Kiswahili and English)
- Ability to work in rural settings
- Ability to work under minimal supervision and pressure

2. DISTRICT COORDINATOR – 2 POSTS

Duty Stations: Kyerwa and Ngara Districts

Reports to: Prevention and Rehabilitation Coordinator (PRC)

Supervises: Community Based Rehabilitation Coordinators (CBRCOs)

Position Summary:

To provide overall leadership, coordination and supervision of DPRPP activities at district level, ensuring effective implementation, stakeholder engagement, and achievement of program objectives.

Key Responsibilities

- Coordinate and oversee implementation of DPRPP activities at district level
- Supervise and provide technical support to CBRCOs
- Liaise and collaborate with village, ward and district authorities
- Build and maintain partnerships with local stakeholders including DPOs, NGOs and other actors
- Conduct lobbying and advocacy meetings to promote disability inclusion
- Establish and strengthen strategic partnerships within the district
- Monitor and evaluate program performance at district level
- Ensure proper planning, implementation and reporting of program activities
- Support capacity building of CBRCOs and community structures
- Ensure integration of disability inclusion in district development processes
- Prepare and submit district reports to CBIDO
- Represent CBIDO in district-level meetings and forums
- Perform any other duties as assigned by the supervisor



Minimum Qualifications

- Bachelor Degree in Sociology, Community Development, Development Studies, Social Work, Business Administration, Social Sciences or related field from a recognized institution
- At least **3 years of relevant work experience**
- Strong communication and interpersonal skills
- Proven managerial and leadership skills
- Experience in project coordination, community work or NGO sector
- Ability to work independently and manage teams

General Attributes (Applicable to All Positions)

- Commitment to disability inclusion and community development
- High level of integrity and professionalism
- Good teamwork and problem-solving skills
- Willingness to work in rural settings

Application Process

Interested candidates should submit:

- Application letter
- Updated CV

To:

Executive Director – CBIDO

Email: info@cbido.org



Deadline for Application

23rd April 2026 at 16:00 PM

CBIDO is an equal opportunity organization. **Women, youth and persons with disabilities are highly encouraged to apply.**