

Enterprise Support Officer

Location: Kampala, Uganda · Scope: 30h per week · Contract duration: Fixed term to December 2028; with a possibility for extension

adelphi global gGmbH is an independent think-and-do tank for climate, environment and development. 50 bright minds work locally and globally on environmental and sustainability issues and on the challenges of political, economic and societal transformation. With us, you can expect exciting tasks in a diverse international environment.

Bring your ideas and expertise to our interdisciplinary, international teams and benefit from interconnected learning and working as well as flat hierarchies.

Your impact

adelphi global gGmbH is an economically and politically independent, international non-profit organization dedicated to promoting sustainability, enhancing environmental protection, improving education, expanding development cooperation, and strengthening international collaborations.

In Uganda, adelphi's work is grounded in three core pillars: green entrepreneurship support, access-to-finance advisory, and technical assistance for green finance.

Through the Uganda Green Enterprise Finance Accelerator (UGEFA) – a flagship initiative supporting the growth and financing of green enterprises – adelphi global is expanding its presence in East Africa, with operations based in Kampala, Uganda.

UGEFA provides tailored business development support and facilitates access to finance for green micro, small and medium-sized enterprises (MSMEs), demonstrating that green enterprise can drive both economic growth and sustainability.

Join our team in Kampala

As the In-Country Enterprise Support Officer, you will work closely with the Project Director Uganda to drive forward the programmatic and content-related implementation of UGEFA. You will take the lead on business advisory services: coordinating enterprise support delivery, managing the Green Business Advisor and partner networks, and ensuring the quality of implementation on the ground. You will report to the Project Director Uganda.

Diversity is important to us. For a sustainable future, we need a diversity of experiences, backgrounds and perspectives.

Your Tasks

Programme Coordination and Implementation

- Support Calls for applications and the selection of green enterprises; provide ad-hoc support and offer helpdesk services and information sessions to applicants.
- Coordinate Training of Trainers (ToT) sessions, ensuring high-quality capacity building for business advisors and consistent application of UGEFA's methodologies.

- Conceptualise, moderate, facilitate and coordinate enterprise support workshops and training sessions.
- Provide access-to-finance advisory and transaction facilitation support to enterprises.
- Contribute to the development of toolkits and business support methodologies together with adelphi's Green Entrepreneurship team in Germany, feeding in local context and enterprise feedback.
- Coordinate the local roll-out of enterprise support activities in close collaboration with the team in Germany, ensuring tools and methodologies are adapted and applied consistently in the Uganda context.
- Lead on quality control across programme delivery, ensuring training content, advisory support and reporting meet UGEFA's and adelphi's quality standards.

Business Advisor Network Management

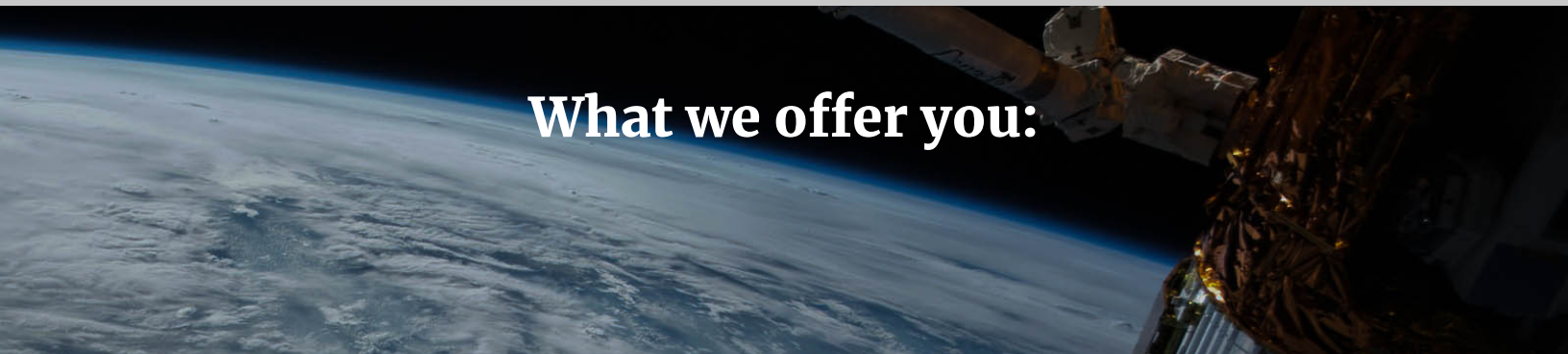
- Manage the Green Business Advisor Network, organising events and facilitating meaningful connections between advisors and enterprises.
- Serve as the primary point of contact for business advisors, providing ongoing support, guidance and quality assurance on their engagements with enterprises.
- Oversee business advisor contracts, ensuring compliance with programme requirements and smooth contract administration.
- Coordinate reporting and documentation requirements for business advisors and enterprises, ensuring timely submission and compliance with programme standards.

Event and Logistics Coordination

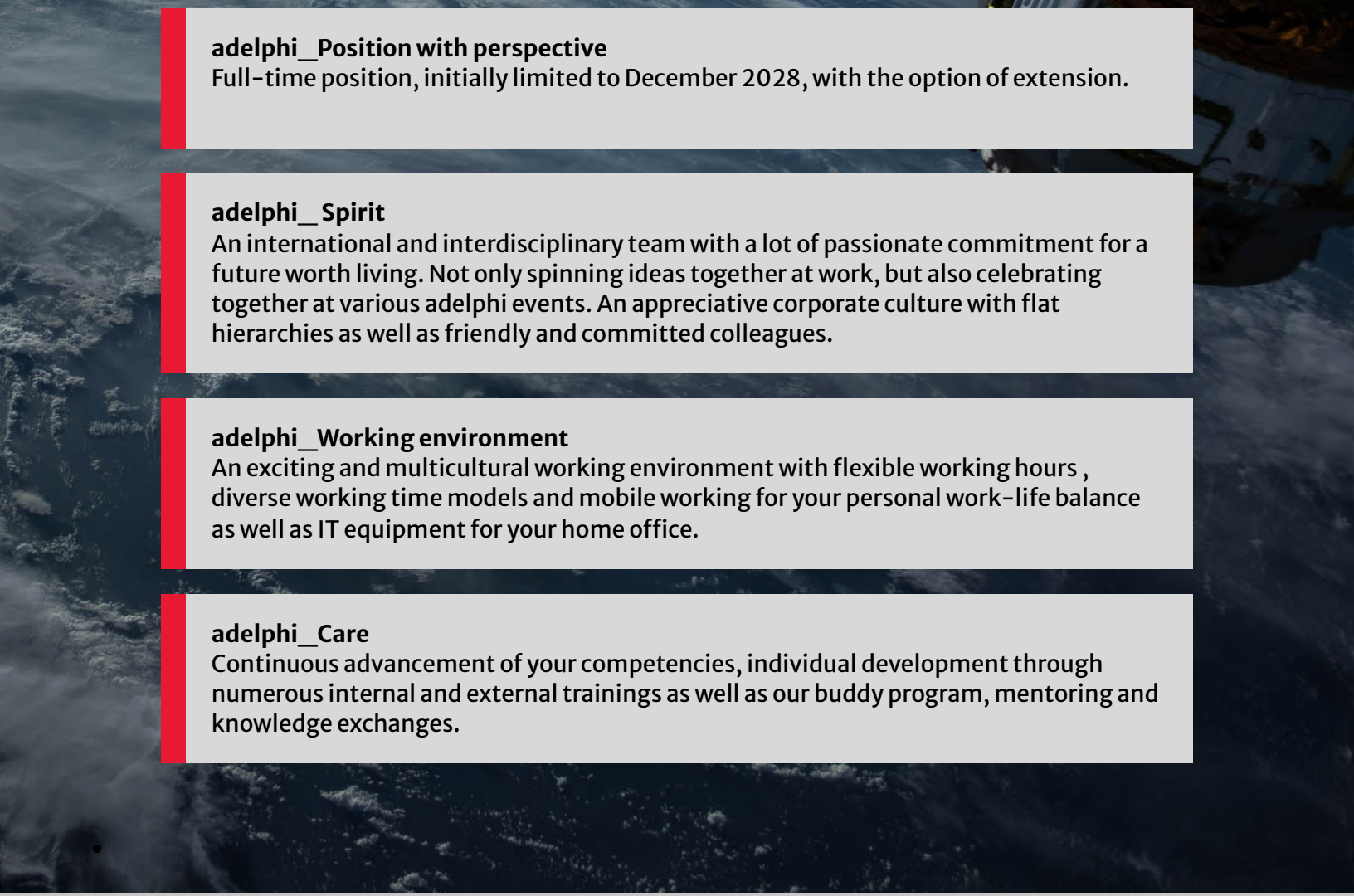
- Plan and coordinate networking and knowledge-sharing events within the Green Business Advisor Network.
- Ensure training sessions and workshops are well organised, with appropriate venues, materials and logistics in place.
- Support monitoring, evaluation and learning (MEL) activities, including data collection, reporting and incorporating lessons learned into programme improvement.
- Manage the enterprise portfolio; including tracking performance and support needs.

Your Profile

- A degree or relevant qualification in business administration, economics, development studies, project management, or a related field.
- At least five years of relevant professional experience in programme coordination, business advisory support, or enterprise development, ideally with green or social SMEs.
- Sound understanding of business support methodologies and experience working with SMEs, business advisors, or enterprise support organisations.
- Demonstrated facilitation experience, including designing and delivering workshops or training sessions.
- Experience contributing to the development or adaptation of business support toolkits or methodologies, ideally in collaboration with international teams.
- Strong quality control mindset, with attention to detail in programme content, reporting and advisor performance. Practical experience in monitoring, evaluation and learning (MEL).
- Excellent stakeholder management skills, with the ability to build trusted working relationships with business advisors, partners and enterprises.
- Strong organisational and analytical skills, with a proactive approach to managing tasks and problem solving.
- Experience in working directly with financial institutions and finance facilitation are an asset.
- Full professional proficiency in English is required; additional languages spoken in Uganda are an asset.



What we offer you:



adelphi_Position with perspective
Full-time position, initially limited to December 2028, with the option of extension.

adelphi_Spirit
An international and interdisciplinary team with a lot of passionate commitment for a future worth living. Not only spinning ideas together at work, but also celebrating together at various adelphi events. An appreciative corporate culture with flat hierarchies as well as friendly and committed colleagues.

adelphi_Working environment
An exciting and multicultural working environment with flexible working hours , diverse working time models and mobile working for your personal work-life balance as well as IT equipment for your home office.

adelphi_Care
Continuous advancement of your competencies, individual development through numerous internal and external trainings as well as our buddy program, mentoring and knowledge exchanges.

Your application

Does this sound exciting to you?

Then we look forward to receiving your application. Please send us your complete documents (including CV, copies of certificates and information on your availability) **as soon as possible**. Please use our online application form for this purpose.

Just click the **"Apply"** button to reach the application form. Thanks and good luck!