

CALL FOR APPLICATIONS - SKILLCOOP GRADUATE APPRENTICE PROGRAM

Job Category	:	Graduate Apprentice
Posted on	:	Tuesday, 4 November, 2025
Closing Date	:	21 st November, 2025
Positions Available:	:	One (1)
Duty Station	:	Shuuku SACCO Limited
Key Academic Qualifications	:	Communication and Marketing, Journalism, and any other related Discipline from a recognised institution

Qualification

Are you a recent graduate with demonstrable passion and commitment to work with cooperatives?

The SkillCoop Graduate Apprentice Program (SGAP) is your opportunity for experiential learning. The program provides graduates with a deeper understanding of their field of study and the cooperative business model, ushering them into a whole new world of discovery and excellence.

Eligibility Criteria

- Recent graduates (within the last 2 years) in the relevant fields;
- A male or female of 18 - 29 years who graduated from a recognised institution, college, or university in the last two years with a diploma, or a degree;
- Demonstrated interest in developing a career in the cooperative business model and the respective field applied for;
- Excellent communication and teamwork skills;
- Ability to commit to a minimum of 06 months program;
- Good knowledge of Runyankitara;
- Preferably a native of South Western Uganda;
- Willingness to work in Ankole and its surrounding areas.

Application Requirements

- Signed Letter of Application
- Copy of updated curriculum vitae
- Certified copies of academic documents; testimonials, transcripts, and certificates
- A copy of Applicant National ID



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v). Contacts (telephone and/or email) of three referees

How to Apply

Submit your application package (including all required documents) to skillcoop@uhuruinstitute.org by November 21st, 2025.

Contact Information

Email : uhuru@uhuruinstitute.org
Phone : 0414 581453 / 0200 917823
Website : www.uhuruinstitute.org

ABOUT THE SKILLCOOP GRADUATE APPRENTICE PROGRAM

The Skill Coop Graduate Apprentice Program (SGAP) is designed to provide real-world experiences, allowing graduate trainees to apply what they have learned in a practical setting and to embed their understanding of the concept in the practice and work of cooperatives.

The SGAP is an initiative of the Uhuru Institute for Social Development (TUI), through the Skill Coop Academy, in partnership with the Coop360° Network, the #No Excuses Youth Entrepreneurship & Leadership Development Program, the Uganda Vice Chancellors Forum, private sector, academic institutions, and development partners, for graduate trainees across Uganda.

In 2017, TUI rolled out a successful inaugural volunteer program under the Coop360° Network, which benefited 26 youths and cooperatives. The volunteers included an interdisciplinary team of young adults selected by the cooperatives from a pool of applicants subjected to assessments and selected on merit by TUI. During the program, they attended various skills development activities by TUI to enable them to support the operations of the cooperatives and coordinate the partnership between TUI, the cooperatives, and others.

This initiative saw over 90% of the cooperatives retaining the volunteers due to the value they added. The highlight of the inaugural program was when the volunteers led the Network cooperatives in the 2022 #NoExcuses Youth Legacy Awards, during which three cooperatives won financial and non-financial prizes.



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Building on the successes of the inaugural volunteer program, the Skill Coop Academy launched the Graduate Apprentice Program in September 2024 as a core component of its human capital development initiative for cooperatives and young graduates, with a total of three cooperatives participating in the first cohort. SGAP aims to professionalize cooperative human capital; create decent, meaningful, and sustainable jobs that spur cooperative competitiveness and resilience. SGAP's aspirations align with the Government of Uganda's priority interventions stipulated in the National Apprenticeship Framework and Vision 2040, as well as its various development blueprints.

Apprentice Annual Calendar

This program runs two cohorts per year, each lasting 6 months.

Apprentice-Based Coaching

During the apprenticeship period, apprentices receive an 8-week coaching period by experienced coaches from the SkillCoop Technical Support Associates (TSAs) in areas identified by the apprentice/cooperative as critical to their delivery.

Reporting Lines

The apprentice reports to a supervisor appointed by the cooperative regarding their daily tasks and is expected to submit a monthly report, no more than three pages in length, to the cooperative and TUI on the impact of the apprentice program.

Facilitation

TUI facilitates the apprentice with a monthly stipend of UGX 200,000 (two hundred thousand shillings) to cover subsistence costs. The apprentice is not entitled to a salary, but the cooperative is expected to facilitate the smooth delivery of their assignments. Upon completion of the apprentice program, the cooperative may choose to retain the apprentice as a full-time employee at their own discretion.



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ANNEX 1: JOB DESCRIPTION AND TERMS OF SERVICE OF THE GRADUATE APPRENTICE

Job Title:	Graduate Apprentice
Reporting to:	Sacco Marketing Officer
Job Function:	To support the marketing role by building brand awareness, driving sales and customer loyalty, and ensuring consistent brand messaging across all channels.

Specific roles and responsibilities

1. Promote Sacco products through different communication channels
2. Conduct training with the Sacco Marketing Officer
3. Coordinate potential members through activities such as football matches and Exchange Visits to other Saccos.
4. Support the development and implementation of marketing and communications plans in alignment with the organization's objectives.
5. Write, edit, and produce content across social media posts, press releases, website copy, newsletters, and case studies.
6. Manage and maintain digital archives of photos and videos.
7. Support the Marketing officer to update the organization's website and social media profiles.
8. Assist in the coordination and promotion of events, such as trade shows, conferences, and workshops.
9. Work closely with other departments and external agencies to create effective campaigns and promotional materials.
10. Sales support to the marketing team, which can align with the SACCO activities
11. Carry out any other duties as assigned by the General Manager.

Facilitation during the apprenticeship

1. Accommodation of UGX 50,000 per month.
2. Lunch, break, tea, and supper at UGX 15,000 per day worked.
3. Airtime of UGX 35,000 per month.
4. Subsistence of UGX 250,000 per month.



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