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**Busoga Forestry Company Ltd.**

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**Community Relations Officer**

**Key Requirements**

- Degree in Community Forestry & Extension or any relevant field
- 3-5 Years' relevant experience in Community work preferably in rural areas.
- Experience in developing and Managing community programs

**Skills Required**

- Ability to communicate and build relationships with individuals and groups.
- Good presentation and negotiation skills.
- Ability to communicate in both English and the native languages
- Proven ability to work independently and meet deadlines.
- Familiarity with environmental and socio-economic issues related to forestry.
- Excellent interpersonal, analytical and communication skills especially Persuasive Oral Communication.

**Job Summary:**

The Community Relations Officer will build and maintain relationships with host communities in order to establish a meaningful local presence for BFC.

**Key Duties and Responsibilities:**

- Conduct regular engagements with host communities and other relevant stakeholders in areas of BFC operations.
- Ensure that BFC activities, mandate, projects and impact to the communities are understood by the communities, key stakeholders and relevant entities in the areas of BFC operations.
- Assist and support in the induction and holding of regular meetings with BFC Staff, and contractors, to ensure that they perform their activities in harmony with the community
- Develop and maintain contact with community leaders and other stakeholders in BFC areas of operations.
- Assist line manager in the implementation of ESG programs, workplans and participate in routine company audits.
- Identify and promptly report any community issues and or grievances that may arise,
- Keep a diary of all meetings and provide regular reports on the same.
- Advise on societal related grievances to ensure that they are handled promptly and professionally in order to maintain good relationship with host communities and other relevant stakeholders.
- Participate in regular field inspections and monitoring of operations.
- Support land acquisition and compensation related activities.
- Participate in development of appropriate Information, Education and Communication materials for sensitization of communities and other relevant stakeholders
- Mobilize host communities to participate in relevant BFC activities and social programs.
- Establish awareness amongst the communities about the role and work of BFC
- Perform any other duties that may be assigned to by Management