



Job Title: Internal Auditor

Organization: Programme for Accessible Health, Communication and Education (PACE)

Duty Station: Kampala, Uganda

Duration: Full Time

Reports to: PACE Audit Board (Functional) Executive Director (Administrative)

About PACE: Programme for Accessible Health, Communication and Education (PACE) is a leading Ugandan indigenous nonprofit organization that has, for over a decade, pioneered market-based solutions for improved health outcomes. PACE works at the intersection of private sector innovation, community empowerment, and evidence-based health interventions to deliver transformative impact in Malaria, HIV/AIDS, Family Planning, Maternal and Child Health, Adolescent Health, Sanitation and Non-Communicable Diseases (NCDs).

With a strong footprint across Uganda for over two decades, PACE has supported national policy formulation through systems thinking, operational research, and stakeholder engagement, building community structures that remain active and trusted to this day. Its contribution to Uganda's health sector includes mobilizing millions through behavior change campaigns, improving access to quality health commodities, and strengthening public-private partnerships.

Despite reduced donor funding, PACE remains deeply committed to rebuilding and reimagining its role in health development, driven by a core belief: everyone deserves access to quality, affordable healthcare. We are ready to continue doing what we do best partnering with communities, inspiring innovation, and leading local solutions with global impact.

Job Summary

The Internal Auditor will provide independent and objective assurance to the PACE Audit Board on the effectiveness of governance, risk management, and internal control systems within PACE Uganda. The role evaluates program and operational risks, strengthens

accountability, and supports value-for-money and compliance with donor, regulatory, and organizational requirements, while maintaining a systematic and disciplined approach to improving processes.

Key Responsibilities

1. **Audit, Risk & Governance Frameworks:** Design, implement, and strengthen internal audit, risk management, and whistleblowing frameworks to align with PACE governance standards, donor expectations, and emerging risks.
2. **Risk Assessment & Audit Planning:** Lead annual and periodic risk assessments covering programmatic, financial, operational, and compliance risks, and develop a prioritized risk-based audit plan for approval by the PACE Audit Board.
3. **Risk-Based Audits:** Plan and execute internal audits across PACE operations using risk-based methodologies, ensuring adequate testing, documentation, evidence gathering, and practical recommendations.
4. **SLA Delivery to PSI Uganda:** Provide internal audit and advisory services to PSI Uganda in line with agreed Service Level Agreements (SLAs), ensuring quality, timeliness, and adherence to audit independence standards.
5. **Investigations & Whistleblower Management:** Lead or coordinate investigations into whistleblower reports, fraud risks, and management concerns while ensuring confidentiality, objectivity, and appropriate escalation in collaboration with the PACE Audit Committee where necessary.
6. **Follow-up & Accountability Tracking:** Maintain a tracking mechanism for audit recommendations and follow up with management to ensure timely implementation, escalating overdue or high-risk matters to the PACE Audit Board.
7. **Board Reporting & Insight Generation:** Prepare and present audit and risk reports to the PACE Audit Board, highlighting systemic risks, control weaknesses, root causes, and effectiveness of mitigation measures.
8. **Advisory & Capacity Strengthening:** Provide advisory support and targeted capacity building to management and implementing partners on internal controls, governance, and compliance while maintaining independence from operational decision-making.
9. **Compliance & Value-for-Money Assurance:** Assess compliance with donor requirements, local regulations, and organizational policies while evaluating the efficiency, economy, and effectiveness of resource utilization.

10. Stakeholder Engagement & Independence Safeguarding: Build constructive relationships with management and stakeholders to strengthen accountability and internal controls while upholding the independence, objectivity, and integrity of the internal audit function.

Qualifications & Experience:

- Bachelor's degree in accounting, Finance, Business Administration, or a related field
- Professional qualifications such as CPA, ACCA, CISA or CIA required.
- Minimum of 7–10 years of relevant experience in internal audit, risk management, or compliance, preferably within donor-funded or development programs.
- Demonstrated experience in leading risk-based audits and engaging with senior management or Boards/Audit Committees.
- Strong understanding of donor compliance requirements and regulatory frameworks.
- Experience in handling investigations, fraud risk, or whistleblower cases is an added advantage.
- Membership with a recognized professional body (e.g., ICPAU, ACCA, IIA).

Key Competencies

- Strong ability to plan and execute risk-based audits and assess internal controls in complex program environments.
- Good understanding of governance, risk management, and compliance requirements, including donor-funded programs.
- Ability to analyze issues, identify root causes, and recommend practical, sustainable solutions.
- Sound judgment, high integrity, and ability to maintain independence and objectivity.
- Ability to handle sensitive matters such as investigations and whistleblower cases with confidentiality and professionalism.
- Clear and concise communication skills, with the ability to present insights to senior management and the Audit Board.
- Strong stakeholder engagement skills, with the ability to influence action without direct authority.
- Good planning and organizational skills, with the ability to manage multiple priorities and deliver within agreed timelines, including SLA commitments.

Why Join Us?

At PACE, we believe in people-powered solutions. You'll join a dynamic team that values: Transparency and Accountability, Innovation and Creativity, Recognition and Reward, Teamwork and Open Communication & Speed and Efficiency

We're also deeply committed to an environment where every individual can thrive by upholding PACE's policy on Equity, Diversity and Inclusion and uphold the highest standards of Safeguarding and Child Protection.

Be part of a renewed movement to build back better, lead with evidence, and deliver health with dignity to those who need it most.

PACE – Local Solutions. Lasting Impact.

Prospective candidates are kindly requested to complete the application form available at <https://pace.qedhrm.com/careers> and attach the following.

1. Updated Curriculum Vitae.
2. Cover letter with inclusion of your salary expectation addressed to the Human Resources and Safeguarding Lead.
3. Certified academic documents.

Please note, all attachments should be in PDF format.

The deadline for receiving applications is Tuesday, June 2nd, 2026.

Applications received will be reviewed on a rolling basis, so we encourage you to submit your application as soon as possible.

Only shortlisted candidates will be contacted.

Persons with disabilities are highly encouraged to apply

Explore our work: www.pace.org.ug