

Plan International Rwanda
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KIGALI- RWANDA

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VACANCY ANNOUNCEMENT

EQUAL OPPORTUNITIES IN PLAN INTERNATIONAL, RWANDA

Founded over 75 years ago, Plan is one of the oldest and largest children's development organizations in the world. We work in 50 developing countries across Africa, Asia and the Americas to promote child rights and lift millions of children out of poverty. Plan is independent, with no religious, political or governmental affiliations.

Plan International has been working in Rwanda since 2007 with a major focus on four country programmes: Right to Access Quality and Inclusive Education, Right to Early Childhood Care and Development through United Communities, Right to Youth Economic Security through Active Citizenship and Right to Protection. Plan currently operates in Gatsibo, Kayonza, Rwamagana, Bugesera and Nyaruguru.

Plan has a strict child protection policy and guidelines that all staff must follow at all times. All staff are expected to help ensure all Plan associates know, understand and follow these and take an active role in the protection of all children from abuse and exploitation.

To facilitate the implementation of its activities, Plan Rwanda is inviting applications from suitably qualified Rwandan nationals to fill the following vacant positions:

1.

TITLE	: Project Manager
LEVEL	: Grade D2
DURATION	: 1 year renewable
DEPARTMENT	: Program
DUTY STATION	: Plan Rwanda Country Office, Kagugu
DATE OF ISSUE	: 20/03/2014
DATE OF CLOSURE	: 31/03/2014

PURPOSE OF THE JOB

Plan International Rwanda has secured funding from DFID to support *Innovation for Education* in Rwanda under the partnership between UK Government and Government of Rwanda. In this regard, Plan currently implements a project called "Teacher Self-Learning Academy" in Nyaruguru and Bugesera districts, specifically targeting Primary five and six teachers of Science and English Language. It is an opportunity to test new ideas to improve the quality of education in Rwanda. Plan International Rwanda is meant to demonstrate innovative, effective and equitable ways of improving children's learning outcomes.

The Project Manager will provide overall management and supervision of the Teacher Self learning academy project activities in liaison with other project staff and the target beneficiaries to ensure that the project's objectives and results are achieved in a timely manner and according to the agreed standards in the project framework and in the grant agreement document. The Project Manager will be accountable for planning, implementing, monitoring and quality assurance of the inclusive education component within the Plan Rwanda Education Country Program with a focus on ensuring equitable learning opportunities and outcomes for most vulnerable children.

KEY AREAS OF RESPONSIBILITY

- Provide timely analysis, input, collaboration and support to strategic planning, implementation, monitoring and evaluation of Inclusive Education focusing on equitable learning opportunities and outcomes for the most vulnerable

children, especially within a gender-specific framework. Facilitate development of new approaches and innovations especially those related to Inclusive Quality Education including capacity of schools and teacher training institutions.

- Ensure programme, sectoral or inter-sectoral efficiency and delivery, evaluation and reporting through a rigorous and transparent approach to evaluation of education for most vulnerable children. Promote the quality of rights-based education programming for adolescent girls, children with disabilities, children in emergencies and children from poorer or socially challenged backgrounds through participation in the formulation of program goals and approaches.
- Prepare documents for the development of specific strategies for addressing barriers to participation and learning for most vulnerable children.
- Ensure that project implementation is following the original plan or in accordance to the changes made during the course of the project implementation
- Follow up on the smooth implementation and monitoring of the project activities; liaising with the Community Development Facilitators, district authorities and schools

MINIMUM QUALIFICATIONS AND EXPERIENCE

- * Master's degree in one or more of the disciplines relevant to the following areas: Education Technology, Primary Education, or Education field.
- * Three years of progressively professional work experience at national or international levels in project management and especially field programmes relevant to Inclusive Education programmes.
- * Experience in Right based approach in planning, national level development assistance are an asset.
- * Background/familiarity with NGO working environment is an asset.
- * Addressing socio-economically determined barriers to education
- * Education for children with developmental delays and disabilities
- * Education for children in emergencies
- * Innovation in education and/or ICT for development
- * Fluency in English and national language (Kinyarwanda) is required.
- * Ability and willingness to work in a multi-cultural environment

Next Steps

Please forward all applications to applications@plan-international.org or hand deliver at the Front Desk of Plan International Rwanda Country Office in Kagugu, Plot number 821 not later than Monday 31st March 2014 at 5pm. **Full job description can be found at Plan International Rwanda reception during normal working hours.**

Your application should include:

- A covering letter
- A comprehensive CV
- Academy Certificates
- Details of 2 referees, one of whom should be your current employer
- Your most recent performance appraisal

Ildephonse Sibomana

[Acting Country Human Resources Manager](#)

[Plan International Rwanda](#)

[Web - www.plan-rwanda.org](http://www.plan-rwanda.org)

Please note that applications which do not meet the specified minimum requirements or are received after the closing date will be rejected. Only short listed candidates will be contacted. Women are particularly encouraged to apply for these positions. All application materials will not be returned.

PLAN IS COMMITTED TO AN ENVIRONMENT FREE FROM ANY KIND OF CHILD ABUSE.

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