

VACANCY ANNOUNCEMENT – VVOB RWANDA



Job title:	TVET School Management & Leadership Technical Assistant
Location :	Huye
Employer:	VVOB under the Belgian Common TVET Support Programme (PAFP - Programme d'appui à la formation professionnelle)
Duration:	up to 31 December 2015
Deadline to apply:	24 June 2014

1. Project description

Under the Belgian Common TVET Support Programme (PAFP), VVOB has partnered with BTC and APEFE to strengthen TVET policy and implementation, at the national level through the Workforce Development Authority (WDA) and in the Southern Province through the Integrated Polytechnic Regional Centre (IPRC). In the South, PAFP is testing the new TVET system centered on Competence-Based Training (CBT) in 24 pilot schools in the aim of improving the quality of learning outcomes.

School Management & Leadership (SM&L), and more specifically school governance, are key to achieving superior Quality Standards.

By the end of the project on 31 December 2015, the School Management & Leadership team within PAFP aims to:

- Strengthen capacities in SM&L at national (WDA) and regional levels (IPRC);
- Develop a pre-service and in-service SM&L Training Programme;
- Transform pilot schools into Resource Centres;
- Set-up Learning networks in Leadership among TVET schools.

2. Main tasks

In close collaboration with IPRC South and other PAFP advisors, the TVET School Management & Leadership (SML) Technical Assistant (TA) facilitates the implementation of the capacity-building plan within 24 pilot schools.

- He/she collaborates with partners in the elaboration of concept notes and activity reports.
- He/she ensures the proper preparation and practical delivery of training activities in the Southern Province.

Other activities, include:

- At National level, he/she supports the School Management & Training Unit of WDA in their institutional, organizational as well as capacity development.
- He/she collaborates with other institutions at the national level to set-up an in-service training programme in School Management & Leadership.

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- At regional level, he/she facilitates the development of learning networks among TVET schools and increases School Managers' leadership capacities in order to improve the quality of learning outcomes.
- He/she also advises these pilot schools on setting up and maintaining income-generating activities linked with training activities.
- He/she undertakes any other tasks assigned by his/her supervisor.

The successful candidate will be based in Huye with frequent visits to TVET schools in the Southern Province.

3. Requirements

- A University degree, preferably in education or a related field;
- At least three (3) years of experience in project management and/or leadership in education;
- Excellent analytical and conceptual skills in general and profound knowledge of, and working experience in TVET;
- Knowledge and experience in systematic advising combined with excellent oral and written communication and facilitation skills;
- Fluency (written and spoken) Kinyarwanda, English and French;
- Experience as school manager in TVET is an asset;
- Experience in Quality Assurance is a plus.

4. Salary & benefits

Working for VVOB, in close collaboration with colleagues from APEFE and BTC, allows you to contribute to improving the quality of education in a dynamic international environment, and gives you the opportunity to further develop yourself and to learn from and collaborate with partners and colleagues in and outside Rwanda.

VVOB offers a competitive salary package including suitable benefits.

5. How to apply?

E-Mail your detailed CV, including two references, and a motivation letter to Gerrit.Stassyns@vvoob.be

*Applications must be received by **Tuesday, 24 June at 6pm (Kigali time)***

VVOB is an Equal Opportunity Employer
All qualified candidates for this job description are encouraged to apply