



POSITION ANNOUNCEMENT
Rwanda Country Programme, Kigali Rwanda

BACKGROUND:

Save the Children is the world's leading independent organisation for children. We work in 120 countries. We work together, with partners, to inspire breakthroughs in the way the world treats children and to achieve immediate and lasting change in their lives. Save the Children works in thirteen districts in Rwanda with a current staff complement of approximately 134 staff.

SC Rwanda Country Office seeks to hire qualified, committed and experienced **national** to fill the following position:

Position:	Child Participation in Education Specialist
Place of Work:	Kigali with frequent travels to the field
Reports to:	RCBI Manager
Staff directly reporting to this post:	None
Time frame:	Open
Tentative start date:	25 th April 2016

CHILD SAFEGUARDING

Level 3 - the responsibilities of the post may require the post holder to have regular contact with or access to children or young people

ROLE BACKGROUND & PURPOSE:

Save the Children in Rwanda is currently running a programme titled Advancing the Right to Read whose goal is to ensure that all children leave school able to read by working with them, their families and schools from birth through early primary, focusing on improving learning outcomes and early grade literacy. Advancing the Right to Read is a Save the Children Education Signature Programme founded on the belief that reading is the foundation for every aspect of children's learning and the first nine years of a child's life are critical to mastering their skills and nurturing their love of reading, paving the way for children's on-going learning success. Advancing the Right to Read seeks to support the Government of Rwanda to bring together parents, communities and schools to achieve this goal and achieve systemic change.

The Child Participation in Education Specialist will be responsible for ensuring effective implementation of the Child Participation in Education Project providing oversight and support to the implementation of the activities, and leading the programme resource mobilisation work.

KEY AREAS OF ACCOUNTABILITY:

Management, Planning, Implementation of Child

Participation in Education project:

- Provide leadership to the planning and overall direction of Child Participation in Education project, ensuring that programme activities are aligned to strategic priorities and are used to support the overarching goal of the programme to deliver upon the full theory of change;
- Sensitization of key stakeholders at District, sector and community level (District Authorities, Sector Authorities, teachers, Head Teachers, parents and children) about Save the Children's Child Participation in Education activities;
- Ensuring project activities are carried out as per project Detailed Implementation Plan;
- Provision of ongoing advice and support to primary school teachers in the implementation of the child participation approach;
- Identification and documentation of key lessons learned from the project, including success stories from his area of operation;
- Ensure there is a clear implementation plan for child participation policy for the Teacher Training activities and coordinate its implementation.
- Keep record of progress and success on capacity building on child participation in the DIP updated and share it with the RCBI Manager on a monthly basis.
- Provide support to the RCBI Manager as requested, deputize for him/her during his/her absence upon request, and assume limited budget holding responsibilities as per the scheme of delegation;
- Highlight early to the RCBI Manager any potential constraints to implementation of project, including over or under-spends so that action can be taken;
- Prepare annually, monthly and quarterly work plans and reports and submit to the RCBI Manager;
- Ensure there is a clear filing system for all program work;
- Ensure the programme budget is adequately monitored and that expenditures conforms to planned activities.
- Regularly review the strategic and work plan to measure progress and reassess priorities based on new opportunities and programming experiences;
- Ensure Education programming benefits from integration with other sectors where possible, and vice versa.

Monitoring, Evaluation, Accountability and Learning (MEAL)

- Working alongside the Advocacy and Knowledge Management Specialist and MEAL team, identify strategies to effectively monitor and evaluate the programme's advocacy activities;
- Use evidence from programming to inform advocacy and programme development work;
- Ensure child participation and accountability to beneficiaries is meaningfully considered in advocacy and programme development work;
- Draw on learning from existing programming to inform new programme development decisions.

Save the Children Representation

- Build strong relationships with sector authorities and partner organisations at district and sector level to facilitate implementation of activities.
- Represent the RCBI Manager at District level meetings if requested.

Child Safeguarding

- Ensure adherence to the established Child Safeguarding mechanisms and procedures in all activities, including child risk assessments for every activity including children before commencement;
- Ensure compliance to Save the Children's Child Safeguarding Policy standards, including ensuring that staff interacting with this position effectively provide programme beneficiaries with ongoing, age-appropriate verbal or written information in relevant languages about Save the Children's Child Safeguarding Policy and Code of Conduct.

Other

- Assist the RCBI Manager with other activities upon request

SKILLS AND BEHAVIOURS (our Values in Practice)

Accountability:

- Holds self-accountable for making decisions, managing resources efficiently, achieving and role modelling Save the Children values
- Holds the team and partners accountable to deliver on their responsibilities - giving them the freedom to deliver in the best way they see fit, providing the necessary development to improve performance and applying appropriate consequences when results are not achieved

Ambition:

- Sets ambitious and challenging goals for themselves, takes responsibility for their own personal development and encourages others to do the same
- Widely shares their personal vision for Save the Children, engages and motivates others
- Future orientated, thinks strategically

Collaboration:

- Builds and maintains effective relationships, with their team, colleagues, members and external partners and supporters
- Values diversity, sees it as a source of competitive strength
- Approachable, good listener, easy to talk to

Creativity:

- Develops and encourages new and innovative solutions
- Willing to take disciplined risks

Integrity:

- Honest, encourages openness and transparency

QUALIFICATIONS AND EXPERIENCE:

Essential

- University Degree (Master Degree is preferred) in Education or relevant social sciences;
- Demonstrated operational experience (3 years or more) in support of education or child rights projects including direct work with children at the field /community level, and a track record of success on capacity-building and advocacy;
- Demonstrated experience in planning, implementation and management of programmes in an international development/NGO context;
- Demonstrated experience in the field of supporting child participation implementation project in a developing country context;
- Experience of developing effective working relationships with stakeholders from government agencies, international organisations, donors, academics, and opinion-leaders, including successful advocacy and influencing experience;
- Understanding of the Monitoring and Evaluation processes and methodologies;
- Strong reporting skills;
- Strong analytical and conceptual skills and the ability to think and plan strategically;
- Excellent communication skills, including fluency in written and spoken English;
- Strong inter-personal and advisory skills, including the demonstrated ability to guide and provide technical/mentoring support to colleagues and partners at a distance;
- Understanding of and commitment to SCI mission, values and child rights-based programming approaches;
- Ability to work successfully with minimal administrative support and strong IT skills including Microsoft Office, content management systems and web based communication and forums.

Desirable

- Understanding of the policy and implementation environment within the Rwandan Child Protection and Education sector;
- A professional qualification at post graduate level or equivalent in education or child rights, participatory practice or a related subject
- Broad understanding of rights and development issues, international relations and the international humanitarian systems;
- Experience of supporting children's participation in a developing country context and familiarity with education issues in Rwanda.
- Kinyarwanda and/or French communication skills.

Interested candidates should send an application letter plus updated Curriculum Vitae in English, including 3 names of professional referees to HR-Rwanda@savethechildren.org. The deadline for receiving applications is 5th April 2016.

Please mention **Child Participation in Education Specialist** as subject of your mail.

***Note that only shortlisted candidates will be contacted.**