



Employment Opportunity

Director of Policy and Planning - Rwanda

The Wellspring Foundation is passionate about real life change in all members of the Wellspring community, as we show the love of Christ by empowering a new generation of leaders in Central and Eastern Africa and beyond. We believe we are uniquely placed to be a catalyst for transforming education for hundreds of thousands of African children and fostering vibrant communities that address poverty in all its forms.

Why we need a Director of Policy and Planning (DPP)?

Wellspring is entering a strategic growth phase as part of its Vision 2020 plan. Vision 2020 priorities include:

- Training a dynamic network of educational leaders through the Abundant Leadership Institute.
- Sustaining the success of our School Development Program (SDP) in 49 schools in Gasabo District.
- Expanding the SDP program to between 75 and 250 schools in Western Province.
- Building a platform for continued innovation, particularly in ICT solutions for education, Early Childhood Education (ECE), and Asset-Based Community Development (ABCD).
- Influencing education policy at the national and district level.
- Advancing Christian education in Rwanda through partnership on a new accreditation program for African Christian Schools.

The DPP will work closely with the Country Director and the Rwandan Leadership Team to help accomplish Vision 2020 by increasing Wellspring's impact in policy development and research, strengthening internal systems for monitoring and evaluation, expanding strategic partnerships, and championing new innovations.

Desired Outcomes:

- Ensure strategic integration by streamlining activities and maximizing the use of resources as part of significant expansion into Western Province.
- Work in collaboration with our M&E specialist to create an upgraded system for monitoring and evaluation.
- Actively strengthen skill-sets in reporting and evaluation across Wellspring so that each new program employee can properly utilize the reporting system.
- Ensure rigorous analysis and promotion of program effectiveness by organizing at least one significant research project by a credible external institution each year.
- Help the Country Director and Rwandan Leadership Team understand and respond to key education policy shifts and relevant research at the global, national, and district level.
- Support the Country Director and Rwandan Leadership Team to increase influence with key government, development partners, and non-profit policy forums where Wellspring is currently active.
- Liaise where necessary with Wellspring NA to supply relevant information and reports to enhance the international administration and fundraising aspects of the organization.
- Champion special projects and innovations identified as key priorities in Vision 2020.
- Work with the Country Director to identify and pursue at least three funding opportunities to support Wellspring's work on special projects each year.



Key Competencies

- Master's degree, or equivalent experience, preferably in Educational Leadership, International Development, Public Policy, or a related field at a recognized institution.
- Strong track record in project planning and delivery.
- M&E training and experience.
- Exceptional written and verbal communication skills, including the ability to make presentations to small or large groups.
- Comfortable with budgets and financial analysis.
- Track record of building successful partnerships.
- Successful track record of leading cross-functional teams.
- Significant experience in report writing, project proposals and evaluation.
- Superior administrative capacity to engage in a large number of projects and tasks simultaneously and to complete them with minimal oversight.
- Effective interpersonal skills.
- Effective time management skills.
- Strong knowledge of the East and Central Africa region. Previous work experience in the region is preferred.
- Language skills would be a big asset, particularly French, Kinyarwanda, and Swahili.

Critical Qualities

- Committed Christian with a clear demonstration of living out their faith.
- A strong leader with strategic ability and a clear track record of success.
- Ability to communicate Wellspring policy positions and strategies simply and effectively.
- Comfortable relating to a wide variety of people and organizations, both national and international, including government, other non-profits, church leaders, and schools.
- Ability to act as both project leader/implementer and work collaboratively as part of a wider leadership team.
- Excellent analytical ability and research skills.
- Excellent written and spoken English. Proficiency in Kinyarwanda and French is a bonus.
- Ability to adapt to new situations and innovate new solutions.
- Ability to plan effectively and efficiently and meet deadlines.
- Flexibility to travel occasionally within the region.

Organization Information

- Permanent full-time position.
- Based in Rwanda. Ability to travel internationally.
- Competitive salary, with attractive benefits for a full-time position.
- Applications accepted until May 15th, 2017

Send Resume, Cover Letter & Statement of Faith* to: Richard Taylor, Rwanda Country Director, richard@thewellspringfoundation.org

****What is a statement of faith? A statement of faith should describe your Christian faith, your local church involvement and how you see it as relevant to your involvement with The Wellspring Foundation. The statement can either be incorporated into the cover letter or submitted as a separate document.***