

VVOB-Education for Development- in Rwanda

is recruiting an

EMBEDDED EDUCATION EXPERT at REB – DIRECTORATE of PLANNING

For the programme “Umusemburo w'Ireme ry'Uburezi – Leading, Teaching and Learning Together” (2017-2021)

Background

VVOB – EDUCATION FOR DEVELOPMENT, IS A BELGIAN NON-PROFIT ORGANISATION THAT FOCUSES ON IMPROVING THE QUALITY OF EDUCATION.

In cooperation with Rwanda Education Board (REB) and the University of Rwanda – College of Education (UR-CE), VVOB started in 2017 with a multi-year programme on “Leading, Teaching and Learning Together - (LT)² (2017-2021)”. The cooperation programme aims to improve the quality of education through improvement of the professional development of school leaders and teachers.

VVOB is currently looking for an **Embedded Education Expert at REB** to strengthen teams within REB and VVOB respectively.

Position in VVOB and REB

The Embedded Education Expert reports directly to the Head of the Directorate of Planning at Rwanda Education Board and to VVOB’s Partnership Manager. (S)he is embedded within the Directorate of Planning at REB. At the same time, (s)he is part of VVOB’s Partnerships and Communications team, responsible for the coordination and alignment of VVOB’s Programme on “Leading, Teaching and Learning Together (LT)²”, in particular alignment with REB’s plans

Purpose of the function

The Embedded Education Expert is an education expert who provides advice on planning, monitoring and evaluation of key priorities of the Basic Education Sector in general and of School Leadership and Teacher Professional Development capacity development trajectories in particular.

The focus of the function is on the following areas:

- Support in the making of the new Teacher Development and Management Policy and other policies;
- Design the implementation actions of the new teachers’ statute gazetted on 16th March 2020;
- Follow up on the implementation of the Post-Covid-19 outbreak recovery and resilience interventions;

- Provide technical expertise in the shift to blended (or fully online) teacher training/ Continuous Professional Development for teachers and school leaders;
- Help REB to design specific concept notes with (data collection instruments, data analysis tool and reporting frameworks) enabling to assess the effectiveness/outcomes of different activities and interventions in basic education;
- Provide technical analysis on desired institutional operation reforms for efficiency and customer satisfaction.

In addition, the Embedded Education Expert provides advice to VVOB on alignment of the 2017-2021 MINEDUC-UR-VVOB programme on “Leading, Teaching and Learning Together (LT²)” with plans and priorities of REB. In that regards, (s)he works closely with VVOB’s Embedded Education Expert in the Teacher Development, Management and Career Guidance and Counseling Department at REB and VVOB’s Partnership Manager on coordination of all initiatives related to School Leadership and Teacher Professional Development in the Basic Education sector.

As such, the Embedded Education Expert:

1. Supports REB and VVOB in the coordination of all initiatives in the Basic Education Sector that address the listed key priorities (see above);
2. Provides technical advice on the planning, monitoring and evaluation of School Leadership and Teacher Professional Development capacity development trajectories, in alignment with key priorities in the Basic Education Sector in Rwanda.

To achieve this, the Embedded Education Expert acts as an expert and quality caretaker, a manager/organizer, and as a coach.

As an **Expert**, the Embedded Education Expert:

- 1. Support to REB and VVOB in the coordination of all initiatives in the Basic Education Sector that address key priorities. Tasks include:**
 - Support REB in setting smart objectives and targets related to the identified key priorities in the Basic Education Sector, their implementation and M&E;
 - Supports REB in realizing its objectives related to the identified key priorities in the Basic Education Sector;
 - Ensures alignment and coherence between interventions in the Basic Education Sector that address the identified key priorities;
 - Ensures high quality standards in terms of partnership, relevance, efficiency, effectiveness and sustainability.

- Proactively sets up meetings with partners and REB colleagues to discuss issues linked to School Leadership and Teacher Professional Development;
 - Acts as the contact person for VVOB partners and colleagues.
- 2. Provides technical advice on planning, monitoring and evaluation of School Leadership and Teacher Professional Development capacity development trajectories. Tasks include:**
- Keeps abreast with policy trends, new developments and latest research and thinking in education and international development by external and internal networking and shares new insights with REB and VVOB;
 - Assists in the drafting of concept notes that clarify current and emerging policy directions in the area of school leadership and teacher professional development of REB;
 - Provides technical advice for **strategic planning, monitoring and evaluation** of School Leadership and Teacher Professional Development capacity development trajectories, including planning of scaling and exit strategies for REB and VVOB respectively;
 - Provides technical advice, guidance and support on relevant and contextualized **design and development** of School Leadership and Teacher Professional Development capacity development trajectories, tailored to the Rwandan Basic Education system;
 - Takes the lead in evaluation and drawing lesson from practices and implementation of interventions and as such, develops smart targets (i), proposes scenarios for better implementation (ii), coordinates measurement of outputs (iii) and participates in institutional reviews (iv).

The Embedded Education Expert performs any other duty assigned by supervisors in line with the position holder's capacities.

As a **Quality Caretaker**, the Embedded Education Expert

- Guarantees the coherence with REB's and VVOB's definition of quality education, including gender equity;
- Ensures compliance to REB's and VVOB's financial policies and guidelines including adherence with accounting principles and requirements and efficient and responsible use of resources;
- Takes up an active role in monitoring, evaluating and reporting, including gender equity, in close collaboration between REB and VVOB;
- Contributes to internal and external knowledge development by systemizing lessons learned and sharing pro-actively lessons learned between partners.

As a **Manager/Coordinator**, the Embedded Expert leads by example, is proactive and takes initiatives whenever necessary to coordinate School Leadership and Teacher Professional Development Initiatives and provides technical advice, guidance and support to REB and VVOB.

As a **coach**, (s)he provokes and supports learning, in the REB team (Education Advisors/Coordinators Team), across departments and functional teams within REB and VVOB respectively.

Profile

Knowledge and experience:

- Master's degree in human sciences, management, education or equivalent through experience;
- In depth understanding of the Rwandan education system and recent evolutions related to educational leadership, competence-based education, or teacher professional development;
- Working experience with the Rwandan Education Sector, preferably with MINEDUC-REB and/or URCE;
- Knowledge of PCM, change management, organizational and institutional capacity development, knowledge management and coaching;
- Experience in programme and/or project management (strategy, planning and coordination, HR, administrative decisions, M&E);
- Working experience in an international (NGO) environment is an asset;
- Experience with or knowledge of advocacy and communication strategies is an asset;
- Experience with and knowledge of conducting research is an asset;
- Knowledge of and/or experience with cross-cutting themes as equity and gender in education, education for sustainable development and/or HIV/Aids is an asset;
- Experience with working in a multicultural team is an asset;
- Able and willing to travel in - country and abroad for short periods of time;
- Able to work under pressure and keep a good sense of humour.

Nationality: Rwandan Citizen

Language:

- Fluent in English, with excellent writing and editing skills
- Fluent in Kinyarwanda
- Fluent in French (additional asset)

Competences:

- VVOB core competences:
 - Result orientation
 - Continuous improvement
 - Cooperation
- Function specific competences
 - Analytical and synthesizing skills
 - Creativity
 - Diplomatic skills
 - Excellent verbal and written communication skills
 - 360° Empathy
 - Reliability
 - Development oriented

Location: Kigali, Rwanda

Start date: as soon as possible

We offer:

- A dynamic working environment in an international context;
- An exciting job with varied responsibilities;
- Professional development opportunities;
- A competitive salary and benefits package.

How to apply:

Electronic application Only. Please submit a **motivation letter and a current CV** addressed to VVOB Programme Manager at recruitment.rwanda@vovob.org. Not later than **Thursday 23, June 2020 at 5PM**. Only shortlisted candidates will be contacted.

More info:

For more information contact recruitment.rwanda@vovob.org.