

**Position: Education Programme Manager.**

All jobs within Save the Children require a strong commitment to our aims and values together with the desire to make a difference in improving the lives of children in Rwanda.

**Place of Work:** Gicumbi, with frequent travel to Kigali  
**Salary scale:** Grade 2  
**Reports to:** Programme Operations Manager

**Key Objectives.**

The Education Programme Manager is accountable for Managing the implementation of Save the Children's Education Signature Programme in Rwanda. The signature programme focuses on the provision of a continuum of services for children aged 0 - 9, focused on supporting learning outcomes and early grade literacy. The Education Programme Manager will provide daily management, ongoing support and supervisory guidance to the education team and the partner working in Gicumbi District. He/She will take overall responsibility for managing Save the Children education activities in Gicumbi District;

**Essential requirements**

- Degree in education, development studies, project management or other related field;
- At least 5 years service experience and skills in programme management, monitoring, review and evaluation, including budget holding responsibilities;
- Proven leadership skills - previous experience of line managing staff;
- At least 5 years' experience of working with international and/or national NGOs;
- Strong report writing skills in English;

**How to apply and deadline**

If you meet all the above criteria, please send your CV together with a cover letter including a statement describing your suitability for the position (**all in English**) and 3 names of referees to the following e-mail address: HR-Rwanda@savethechildren.org or hand deliver to Save the Children Head Office located at Kacyiru-KG 103AV. The deadline for the submission your application is **Monday 3<sup>rd</sup> December 2012 at 2.00 pm**

Job descriptions are available at save the children Kacyiru office.