



OPEN POSITION ANNOUNCEMENT

Water For People is a global nonprofit working across nine countries, bringing together communities, local entrepreneurs, and governments to build and maintain water and sanitation services that will last. We have a sustainable solution to end the global water and sanitation crisis, and our employees across the world help drive this solution. Water For People Rwanda is a key player in the Rwanda Water, Sanitation and Hygiene (WASH) sector effectively partnering with the Government of Rwanda and other stakeholders since 2008.

Water For People is currently recruiting for the proposal-based position of **Chief of Party** for an anticipated USAID WASH program in Rwanda. The Chief of Party (CoP) will provide leadership for the successful management, implementation, compliance, and overall quality assurance of a five-year USAID program focused on partnering with the district government and private sector to expand and improve WASH services. Please note this position is contingent upon funding and donor approval.

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ESSENTIAL JOB FUNCTIONS AND DUTIES:

- Provides the overall leadership, strategic guidance, vision, and management to staff for successful implementation and compliance with USAID regulations
- Serves as primary award point of contact to USAID as well as other stakeholders
- Works closely with technical and administrative staff to ensure the integration of all technical areas as well as strong collaboration with donors and local counterparts
- Works closely with country, regional, and global teams to achieve project goals on time and on budget
- Meets contractual obligations, produces deliverables and targets, and achieves project results as specified by donor
- Ensures compliance with local labor laws, USAID rules and regulations, and Water For People policies and procedures
- Leads grant staff and short-term consultants, and oversees sub-recipients
- Provides quality control of products prepared by the team and partners
- Oversees preparation of high-quality reports to USAID as required by award agreement
- Works closely with key stakeholders at regional, national, and municipal levels
- Other tasks as assigned

BEHAVIORS AND COMPETENCIES

- **Connect to Mission** – Works to integrate own behaviors with the mission of the organization; connects the organization's mission with established structure and activities; actively works to improve the capabilities of teams; actions and decisions are taken with the organization in

mind

- **Manage through Ambiguity** – Adapts to people, shifting demands, and changing priorities with ease; creates clear picture of the importance and relevance of change; finds way to apply innovative ideas to enhance business results
- **Demonstrate Cultural Awareness** – Establishes an inclusive environment; is appreciative, affirming, and inclusive of all cultural backgrounds; demonstrates active listening, empathy, and effective engagement to increase cultural competence
- **Action-oriented** – Integrates a variety of information or translates corporate strategy; drives innovation to create competitive edge; introduces substantive improvements to enhance performance throughout a functional area; creates something that stands out against the norm to help deliver industry-leading performance
- **Sense of Team** – Facilitates collaboration; invests in building relationships; advocates ideas and effectively negotiates to achieve mutually successful outcomes; knows and considers the capabilities of coworkers in own actions; brings people together across boundaries, leveraging differences to achieve results as a team
- **Build Talent and Team** – Builds sustainable talent pipeline; looks beyond own team, towards building organizational capacity; reviews employees' capabilities to assess organization capacity to deliver on strategy; challenges individuals to champion the talent management agenda; benchmark people capability and people processes
- **Impact and Influence** – Empowers teams to perform; appropriately uses the power of the position as well as personal influence to achieve outcomes; persuades others to willingly pursue a course of action against their initial inclination; creates a team spirit of excitement and positive motivation; holds the group/team accountable to higher goals based on greater empowerment.

QUALIFICATIONS, KNOWLEDGE & SKILLS:

- 10+ years of experience managing large grant-funded projects
- Proven leadership in project management and a strong track record of meeting targets and deadlines for a project of similar scope and size
- Prior Chief of Party or comparable senior leadership experience is essential
- Excellent interpersonal and communication skills to develop and communicate a common vision among diverse partners and the ability to lead multidisciplinary teams
- Thorough understanding of USAID policies and procedures
- Extensive experience working in Rwanda (local candidates strongly encouraged to apply)
- Fluency in English required, fluency in French preferred
- Excellent English writing skills
- Technical WASH expertise desirable but not essential

PHYSICAL REQUIREMENTS & WORKING CONDITIONS:

- Ability to travel at least 25% of the time domestically and internationally
- Ability to travel to remote rural areas often in rugged and uncomfortable conditions
- This position is based at the Water For People Office in Kigali, Rwanda

Note: This job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications associated with the job.

Contact and Further Information:

If you are both qualified and Water For People interests you, please visit our [Career Center](#) and apply with your CV and cover letter to this position. Please submit your application materials in English. No in person visits or phone calls please.

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Deadline for submitting your application is **5 pm MDT, Thursday, November 12th.**