



RWANDA NATIONAL UNION OF THE DEAF (RNUD)

November 16, 2020

Terms of Reference for Recruitment

Organization Overview

Rwanda National Union of the Deaf (RNUD) established in 1989 was registered on 26th July, 2013 as a national non-governmental organization legally operating in Rwanda with legal personality N^o. 69/05 under law N^o. 04/2012 of 17/02/2012 governing the organization and functioning of non-governmental organizations and was officially gazetted by the Republic of Rwanda as Year 55 N^o. 08 of 22nd February 2016. RNUD brings together all categories of Deaf persons i.e. Deafblind person and was formed purposefully to unite and raise awareness about needs of Deaf persons. RNUD envisions a Rwanda where all Deaf Rwandans are able to exercise their fundamental human rights at all levels. To achieve this, RNUD lobbies and advocates for accessible and inclusive quality services [in particular inclusive education, inclusive health, inclusive employment and economic empowerment]. Two crosscutting themes are brought forward: promotion of human rights of Deaf persons and sign language training and learning to solve communication gaps.

Project Overview

The Umurimo Kuri Bose (UKB) is a 2-year USAID funded Project that will provide 1,560 youth with employability skills, focusing on youth with disabilities in 12 districts of Rwanda. A subset of youth without disabilities (360) will be included to promote an inclusive learning environment and to mitigate stigma against people with disabilities.

The UKB activity will be implemented to achieve a disability inclusive workforce by working with Disabled Persons Organizations (DPOs), local Implementing Partners (IPs), businesses, and technical skills training institutions and providers to equip youth with disabilities with employability skills and to establish a disability inclusive learning and workplace environment that enables youth with disabilities to access and succeed in employment markets, both wage and self-employment.

Education Development Center (EDC) will be responsible for the management and overall technical leadership of UKB, in collaboration with its consortium members, Rwanda National Union of the Deaf (RNUD) is one of them.

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Job Title: Project Officer

Report to: Project Manager

Project: Umurimo Kuri Bose Activity

Description of the position

A. Responsibilities

The Project Officer is responsible for:

- On a regular basis, Project Officers will meet with the Project Coordinator to review progress and to discuss future steps.
- Communicate with relevant stakeholders to provide updates regarding project status and implementation issues
- Field work to conduct capacity building for the deaf persons at local district branches
- Responsible for maintaining crucial project documents which track project progress.
- File all project documents in an appropriate database and ensures that all documents are accurate and have been accepted by the Project Manager.
- Closely watch the project schedule, monitoring deadlines the project task. He/she will check regularly that every deadline is still possible, and report any potential delays to the Project Manager.
- Performs other duties and tasks that may be assigned to him/her by the Executive Director

B. Required qualifications, competences and experience

Qualifications

- Bachelor's degree in project planning and management, business administration, development studies, social sciences or any other equivalent field.
- Deaf or Hard of Hearing persons are highly encouraged to apply
- Deaf women are strongly encouraged to apply

Professional experience

- At least One (1) year professional experience in a comparable position or volunteering in the same field

Other knowledge, additional competences

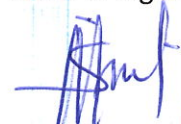
- Good working knowledge of ICT
- Good knowledge of English and Rwandan Sign Language is of added advantage
- Willing to communicate with team and partners
- Able to work independently with minimum supervision

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Interested candidates should submit their application (motivation letter, updated CV, certificates and references) **no later than 30th November, 2020 at 5:00PM**, by e-mail to infornud2010@gmail.com or hand in delivered to Rwanda National Union of the Deaf (RNUD) Offices located in Kabeza at KK 191 ST, Remera – Kabeza road near Kigali City Primary School addressed to the Executive Director.

Done at Kigali on 16/11/2020,



Samuel Munaha
Executive Director

