



NUDOR

NATIONAL UNION OF DISABILITY ORGANIZATIONS IN RWANDA

Registered at RGB under N° 72/2014 according to the law No 04/2012 of 17/02/2012; TIN : 102404301;

E-mail : nudor2010@gmail.com; Website: www.nudor.org;

P.O Box: 1546 KIGALI TEL: +250- 0788618220 / +250- 0788400063

TERMS OF REFERENCE FOR JOB RECRUITMENT

Job title: Project Manager for the NUDOR Intersectionality Programme

Reporting to: Executive Secretary and Country Coordinator of Rwanda

Location: Kigali

1. Background.

The National Union of Disability Organizations in Rwanda (NUDOR) exists to strengthen the voice of the disability movement in Rwanda. NUDOR, together with its member Organizations, would like to ensure that persons with disabilities can enjoy equal rights to which they are entitled.

Funded by the Dutch Ministry of Foreign Affairs, Liliane Foundation, represented by its strategic partner NUDOR, and 5 other consortium partners will start with the implementation of a programme on capacity building in advocacy for Sexual and Reproductive Health and Rights of marginalized young people with compounded (intersectional) vulnerabilities.

The intersectionality consortium is composed of WEMOS (lead partner), Liliane Foundation (represented in Rwanda by NUDOR), Akina Mama wa Africa (a feminist organization based in Uganda), the Circle of Concerned African Women Theologians (feminists academics in Kenya), VSO and Forum for African Women Educationalists (FAWE). The intersectionality programme will be simultaneously implemented in Ethiopia, Uganda, Kenya, Zambia and Rwanda. Learning and sharing of innovations in advocacy for Sexual and Reproductive Health Rights (SRHR) between countries will be an important aspect within the programme. Strengthening of civil society organisations and social movements will be an important methodology to reach the objectives.

NUDOR, as strategic partner of Liliane Foundation, will assure the country consortium coordination of this project in Rwanda. NUDOR will therefore hire a skilled Country Coordinator. The present vacancy of a project manager is to manage on behalf of NUDOR the project on capacity building in sexual and reproductive health advocacy towards youth with intersecting vulnerabilities, among which disability.

Our Vision is a society where People with Disabilities enjoy equal human rights, opportunities and full participation as other citizens. Our Mission is to serve as a voice for organizations of people with disabilities to share their experience and express their views and to support them in strengthening their capacities and achievements.



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2. Job Purpose:

To lead the implementation and successful delivery of NUDOR's interventions on the Intersectionality SRHR Advocacy project in Rwanda over a 5-year period in line with the donor (Dutch Ministry of Foreign Affairs), Liliane Foundation and NUDOR guidelines. The primary objective is to improve the capacity of Organizations of persons with disabilities and other specific CSOs to advocate for the Sexual and Reproductive Health and Rights (SRHR) of marginalized young people with disabilities. based on gender, race, class and age.

3. Key Responsibilities:

- Lead NUDOR's implementation and successful delivery of the Intersectionality SRHR Advocacy project in Rwanda to meet deliverables, time frame, and budget in compliance with consortium guidelines, NUDOR and Liliane Foundation procedures and government regulations
- Provide programmatic leadership to the NUDOR-project team to support quality program delivery.
- Monitor quality assurance processes and systems to ensure the highest quality of the project implementation, risk management and donor reporting
- Contribute to the consortium in the development and annually adaptation of the country-specific Theory of Change, work plans, M&E plans, lobby & advocacy plans, and selection of partner CSOs.
- Build and support the partnership between consortium partners, NUDOR and CSOs to strengthen project delivery and promote exchange and mutual learning
- to ensure staff, MOs, partners and youth representatives are engaged in development, planning, implementation, review and learning processes.
- Provide technical input in funding proposals for the project.
- Develop realistic budgets, ensuring compliance with donor requirements and that resources (staff, and funding) are allocated appropriately and achieve value for money, including full participation in the annual budget process.

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- Ensure effective grants management and expenditure within agreed budgets
- Ensure NUDOR's financial and procurement requirements are adhered to by project team and partners.
- With the M&E officer, lead the design and delivery of appropriate M&E mechanisms -in line with the project Planning, Monitoring, Evaluation and Learning plans -to measure, document and disseminate progress, good practices, and impact in this project.
- Ensuring that the communication around the project is effective and efficient, this in collaboration with the NUDOR Communication officer

Collaboration:

- With national consortium partners, Country Coordinator, NUDOR- director and staff and LF staff. Work in close and frank collaboration with the SRHR-advocacy officer and the financial officer of NUDOR.

Skills, Knowledge and Experience required:

- A relevant University degree or equivalent in public health, reproductive health, Laws or social development studies with knowledge and experience of sexual reproductive health, or related discipline
- Excellent understanding and at least 3 years proven experience in project management or similar responsibilities. including building a budget, monitoring, and managing expenditures with Previous experience of having compiled financial reports
- Ready and capable to initiate new SRHR-projects as well as face the challenges that come with the project.
- Strong leadership coaching and capacity building skills to be able to motivate the team and drive them to maximum performance to achieve the project goals.
- Strong representation, communication and influencing skills to maintain excellent relations with consortium partners, partnering civil society organizations and other internal and external stakeholders.
- Experience with lobbying & advocacy, youth engagement, societal awareness creation and social accountability mechanisms

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- Effective communication skills to clearly explain the project goals as well as each member's tasks, responsibilities, expectations and feedback.
- **Good decision maker for the decisions that need to be acted on.** Team-building skills experience and a proven experience of working with persons with disabilities and familiar with gender mainstreaming and intersectionality
- Being Empathetic, open minded to different intersecting vulnerabilities based on gender, age, class, race and ready to understanding the needs of the project and its stakeholders.

Qualified Candidates (m/w) should submit a motivation letter + CV and other supporting documents in English to: NUDOR email, nudor2010@gmail.com not later than 15th February 2021 at 4PM. Note that due to measures to fight against the spread of Covid19 Pandemic, hard documents will not be received and considered. The application has to be addressed to the Executive Secretary of NUDOR.

NUDOR is an equal opportunity employer. Qualified women and people with disabilities are strongly encouraged to apply. Only shortlisted applicants will be notified for writing exam and interview.

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