



Job opportunity
Project Coordinator ECE
Rwanda

Deadline for applications: 19 March 2021

VVOB is an international NGO with programmes and projects in 10 countries worldwide. Our head office is based in Brussels, Belgium.

When you join VVOB, you become a key player in VVOB's mission to ensure quality education as a key enabler for achieving the sustainable development goals. We implement our programmes and projects with one shared passion: to ensure the improvement of quality education. Our teams of national and international experts achieve this by providing technical assistance to governmental and other education actors. In doing so, worldwide we ensure capacity building of governmental and other education actors.

Do you share our ambition to ensure that learners around the world can enjoy their fundamental human right to quality education, without exception? Are you convinced as well that quality education guarantees equal opportunities for everyone and is the key to a better world?

*We are looking for a **Project Coordinator/Education Advisor Early Childhood Education** for a multi-country project (covering Zambia, Rwanda, and Uganda) focusing on play-based emergent literacy and numeracy development (2021- 2025). Do you want to take on this challenge? Then continue reading!*

VVOB in Rwanda is preparing to implement a new Early Childhood Education project 'IT's PLAY' (Improving Teaching Skills on Playful Learning for Africa's Youngest).

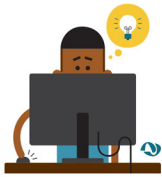
At a time when pre-primary school enrolments in Zambia, Rwanda and Uganda are steadily increasing, and despite many qualitative advances in this field, there also seems to be a tendency towards more academic forms of early childhood education (ECE). Driven by the desire of parents, teachers and administrators to prepare children for primary school early, ECE learners are often taught academic grade 1 skills like reading, writing and mathematics. Such academic forms of early childhood education largely do not take into account the developmental stages of young children, and neither lead to learning nor contribute to the pre-skills children need in order to fare well in Grade 1 of primary. In order to bridge the gap between this desire to prepare children early and more age appropriate forms of ECE, VVOB's multi-country programme will strengthen Learning Through Play in early childhood education in Rwanda, and harness the power of play-based learning to develop emergent literacy and numeracy skills in young children.

For more information on VVOB in Rwanda and our programmes, please visit our website [here](#)



- You will report directly to the Country Programmes Manager of VVOB in Rwanda and work in close collaboration with the Multi-Country project Lead based in Zambia.
- You will be part of VVOB's team of Education Advisors/Coordinators, and will be responsible for the coordination and alignment of VVOB's Programme in Early Childhood Education in Rwanda, focusing on play-based emergent literacy and numeracy development.

If you're our Project Coordinator/Education Advisor, your work week at the office will include the following highlights:



- You have an online meeting with the full project team, to discuss the status and next steps of the project. You give an update on the development of the professional development trajectories for this project in Rwanda.



- You have a meeting with representatives from the ministry of education in Rwanda to discuss the contents and the logistics surrounding the roll-out strategy for the first set of trainings for colleges lecturers.



- Lunch! A perfect time to nurture relationships with other project coordinators and technical staff in the VVOB in Rwanda team and to have an informal exchange on best practices.



- You prepare a presentation to share first lessons learned and results from programme implementation with VVOB colleagues and international partners during an online learning and sharing meeting.



- You work on finalising the training programme (presentation and reflection activities) for the upcoming teacher and school leader trainings that will be conducted by the college lecturers that are currently being trained.



- You have a meeting with the MEL advisor based in Zambia on the development and testing of an observation tool for ECE teachers on emergent numeracy development of young learners. You also discuss the upcoming mid-term review that will be conducted by an external evaluator.



- You work on the logistics for an exchange visit with Rwandan and Zambian Ministry partners to a learning-through-play programme in Uganda.

The purpose of this position is twofold:

1. As a Project Coordinator you will ensure the coordination of programme implementation in Rwanda (under supervision and in collaboration with the multi-Country Project Lead based in Zambia):

- You will coordinate, monitor and support programme implementation of the programme in Rwanda
- You will coordinate and maintain close working relationships with ministry and other relevant partners for the implementation of the programme in Rwanda.
- You will liaise closely with the multi-country project lead and other technical staff in the other VVOB office to ensure coherent implementation of the programme in the three intervention countries (Rwanda, Uganda & Zambia).
- In collaboration with the multi-country MEL Advisor you will set-up the MEL system for the Rwanda component of the programme.
- You will fulfil programme reporting requirements for the components of the multi-country programme implemented in Rwanda.
- You will participate in communities of practice and learning networks on Learning through Play in ECE.
- You will act in accordance with VVOB's vision, mission, values, policies and guidelines.

2. As an Education Advisor you will contribute to the development, implementation and monitoring of capacity development packages and trajectories on Learning through Play for ECE teachers, school leaders and relevant government officials in Rwanda:

- You will develop and implement capacity development of VVOBs operational (ministry) partners in Rwanda on Learning through Play (LtP) for emergent numeracy development and how to integrate LtP into the ECE system.
- You will implement advocacy and outreach to VVOB's ministry partners in Rwanda on the importance of Learning through Play for emergent literacy and numeracy development in ECE.
- You will design and develop interactive and hands-on professional development trajectories for teachers and school leaders on LtP for emergent numeracy development; Based on the experiences, lessons learnt and changes in context, you will ensure that materials and professional development trajectories are revised annually.
- You will develop and support communication and outreach campaigns to relevant stakeholders on LtP in ECE.
- You will support the development and implementation of frequent monitoring and learning cycles at different levels of the education system (classroom level, school level, TTC-level, national level, ...).
- You are open to learning, actively formulate lessons learned and participate and contribute to joint learning cycles with VVOB colleagues and partners from the other intervention countries (Rwanda and Uganda).

Who are you?

Your expertise and experience

- Master's degree in communication, early childhood education, social sciences or education (or similar), with at least 5 years of relevant working experience.
- At least 5 years working experience in formal early childhood education systems.
- At least 2 years working experience in the international development sector.
- At least 2 years experience in project management (planning, budgeting, report writing).
- Demonstrable experience working with and supporting ministry partners, preferably in the education sector.
- Theoretical and practical knowledge of play-based methodologies in early childhood education.
- Knowledge of and experience with emergent skills development in ECE (emergent numeracy is a plus)
- Knowledge of and experience with developing and implementing professional development trajectories for a wide range of education stakeholders (teachers, school leaders, officials, ...)
- Excellent command of the English language (verbal and written) Good command of Kinyarwanda, the medium of instruction in ECE in Rwanda;
- Excellent computer skills in a full range of software, including: MS Office (Word, Excel, Outlook, PowerPoint), Adobe Photoshop and/or other graphics programs, digital mediums and social media tools
- Experience with working in a multicultural team;
- Able and willing to travel frequently for short periods of time.

Nationality: Rwandan Citizen

Language:

- Fluent in English, with excellent writing and editing skills
- Fluent in Kinyarwanda, as the medium of instruction in ECE in Rwanda

Matching competences

VVOB core competences:

- Results and goal oriented
- Lifelong learning and improvement
- Cooperation within a team and with other stakeholders

Function specific competencies:

- Reliability
- Strong communication skills (verbal and written)
- Creativity
- Strong analytical and synthetical skills
- 360° empathy



What we're offering:

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

Location: Kigali, Rwanda, with regular travel in country and occasional international travel

Join us:

As soon as possible!

What's next?

Electronic application Only. Please submit your motivation letter and a current CV addressed to VVOB Country Programmes Manager at recruitment.rwanda@vjob.org, not later than Friday 19, March 2021 at 5pm.

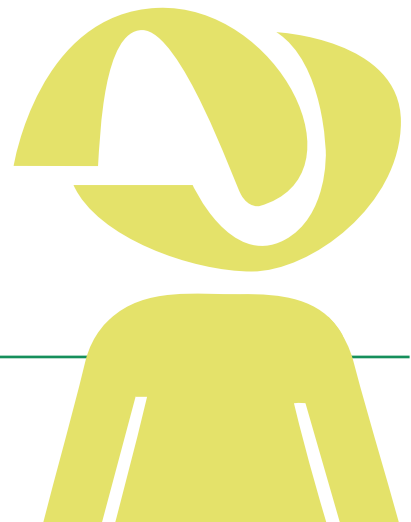
Only shortlisted candidates will be contacted. Shortlisted candidates will take a written test, go through an interview process and an assessment, before a final offer.

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

VVOB firmly believes that quality education can only be achieved if equity is ensured. Qualities of people prevail, regardless of age, gender, ethnicity or disability.

Is this not exactly the job you are looking for? Please have a look at our other vacancies at:

<https://rwanda.vjob.org/working-vjob-rwanda>






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