

Practical ACTION

Job profile

THEMATIC LEAD – RWANDA



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Practical Action

ABOUT US

We are an International Development Organisation putting ingenious ideas to work so people in poverty can change their world.

We help people find solutions to some of the world's toughest problems. Challenges made worse by catastrophic climate change and persistent gender inequality. We work with communities to develop ingenious, lasting and locally owned solutions for agriculture, water and waste management, climate resilience and clean energy. And we share what works with others, so answers that start small can grow big.

We are a global change-making group. The group consists of a UK registered charity with community projects in Africa, Asia and Latin America, an independent development publishing company and a technical consulting service. We combine these specialisms to multiply our impact and help shape a world that works better for everyone.

OUR AIMS

We help people find solutions to some of the world's toughest problems, made worse by catastrophic climate change and persistent gender inequality. Our aims are to:

- Make agriculture work better for smallholder farmers, many of them women, so they can adapt to climate change and achieve a good standard of living
- Help more people harness the transformational effects of clean affordable energy and reduce avoidable deaths caused by smoke from indoor stoves and fires.
- Make cities in poorer countries cleaner, healthier places to live and work.
- Build disaster resilience into the lives of people threatened by hazards – reducing the risk of hazards and minimizing their impact on lives and livelihoods.

PRACTICAL ACTION IN EAST AFRICA

In East Africa, Practical Action has a long history of addressing systemic barriers that prevent people from accessing energy that transforms their lives, helping communities and government make cities healthier and safer, making agriculture and markets work better for small holder farmers and supporting communities and government to become more resilient.

We use a mix of programming with communities and consultancy services with shapers of policy and practice to achieve our aims in Kenya, Rwanda, Uganda and Tanzania with offices in Nairobi, Kigali, Lodwar and Kisumu.

In **Rwanda**, we are recognized leaders in clean cooking and sustainable energy solutions. This includes ground-breaking work in solar, wind and water powered electricity generation, often delivered through independent mini-grids. We bring rural communities, people in refugee

camps, energy providers and decision makers together to put sustainable, clean energy solutions to work for the people who need them most.

In our strategic business plan 2021-2025, we propose to extend our current reach and scope in Rwanda by deepening our energy work and stretching our portfolio to work with small holder farmers to make agriculture work better for them.

Practical Action

ABOUT THE ROLE

This is an exciting opportunity to join an innovative and forward-thinking team that puts ingenious ideas to work so people in poverty can change their world.

The Thematic Lead plays a crucial role within the Rwanda team, accountable for providing innovative and impactful thought leadership across Practical Action's thematic/ Change Ambitions and building our funding portfolio. In our current strategic business plan, we expect to focus on energy and agriculture in Rwanda building on significant experience in the humanitarian energy field. Across all our work, we aim to achieve impact at scale using our Framework for Change. This involves an in-depth analysis of the nature, scale and source of the challenge, defining the change we want to bring about in the system and in people's lives and using our three pathways to demonstrate what works, learn and use knowledge and evidence to inspire others to adopt similar approaches. Innovation is at the core of what we do with a focus on climate change and gender across all our work.

The post-holder will be expected to:

- Lead the development of our contribution to the organizational thematic/change ambitions, ensuring national / contextual relevance.
- Develop and nurture strategic relationships with external decision-makers in government, the private sector and donors/clients in support of our change ambitions
- Lead proposal development processes, ensuring that we deliver high quality proposals that bring out the best of our offer, meet donor/client requirements and cover costs.

S/he will coordinate closely with other Thematic Leads in the Region and with finance and HR in both Kenya and Rwanda during proposal development. Equally, s/he will work with the business development team in the region, business leads in the UK and potentially in other countries.

Accountabilities are indicated below with the approximate level of effort against each.

SCOPE

Title	Thematic Lead, Change Ambitions
Reporting to	Rwanda Country Manager
Direct reports	Energy Technical specialists (potential) Agriculture Technical specialists (potential)
Relationships	Business Development Unit, East Africa Finance and HR functions in both Rwanda and Kenya Institutional Funding Team, UK Thematic Leads in East Africa and UK
Financial Scope	TBC
Location	Kigali - Rwanda
Grade	8
Travel requirements	Approximately 1 - 3 weeks per quarter local travel plus 1 week per year international travel (subject to restrictions)

ACCOUNTABILITIES

Leadership and Strategic Alignment – 30%

- Lead the continued development and evolution of a set of strategic, viable, and fundable Change Ambitions, which describe the changes we want to make in the country and contribute to shaping our annual strategic business plans.
- Network at a high level with governments, donors, private sector, academics and civil society, ensuring that Practical Action remain aware and ahead of relevant debates and future trends in international development and climate resilience.
- Using results and outcomes from Practical Action’s contribute to National discussions with the objective of influencing policy for the better.
- Using a systems approach, work with technical advisors to analyze and integrate cultural, political and economic factors into Practical Action’s change agenda.
- Ensure that Practical Action’s Rwanda’s work draws on learning and innovation from work in other countries, and that learning from our activities is shared effectively with the wider Practical Action organization.
- Work with colleagues to develop and implement plans for course adjustment where necessary and monitor and report on our progress towards our stated change ambitions on a quarterly and annual basis.
- Oversee the participation of the relevant staff in global groups including Change Hubs, to develop and deliver learning and influencing efforts, which contribute to our work.
- As senior member of staff, contribute to shaping overall country strategy, and delivering key organizational projects.
- Provide input to shape our strategic direction in the region and ensure effective flows of information between management and staff building buy-in and ownership of our strategy
- Actively contribute to the development of annual Strategic Business Plans and coordinate their completion and submission.

Strengthening Profile, Generating Funding and Managing Relationships – 60%

- Oversee the production of high-quality proposals that meet our internal standards and the donor’s specifications, collaborating closely with colleagues across thematic areas, programme delivery, finance, gender, and HR to strengthen alignment with change ambitions and maximize cost coverage.
- Work with the Head of Business Development for the region to develop and implement a fundraising strategy for Rwanda that would enable us to achieve change ambitions, considering donor priorities and opportunities.
- Gather and track market and donor intelligence on new opportunities matched to Change Ambitions.
- Work with the business development team in the region to ensure that all data on opportunities, proposals and awards are consistently entered into Practical Action’s Award Management System.
- Work with the Country Manager to manage relationships with donors, clients, governments, and relevant groups to generate partnerships and funding.

Delivering Quality – 10%

- Work closely with program delivery and consulting teams providing assistance in the design and delivery of work, capturing learning and supporting influencing work.
- Work with the Gender Advisor to ensure firm integration of a transformative gender approach in all our work.
- Take time to build team capacities related to systems thinking, gender and the Framework for Change.
- Support M&E team to shape learning.

PERSON PROFILE

To be successful in the role, the ideal candidate will be able to demonstrate:

Experience & Knowledge

- A strong background in either energy or agriculture would be a distinct advantage.
- Proven experience of leading the development of high quality, competitive proposals and a strong understanding of the requirements of key donors, such as FCDO and USAID as well as corporate and foundation donors.

Essential

- High level analytical skills with the ability to interpret trends and identify potential implications for strategy.
 - At least ten years of relevant work experience in development work and/or managing business development
 - Excellent knowledge of development issues affecting Rwanda’s economic, social and political development
 - Excellent networking and representational skills, working comfortably with government, donors, private sector and civil society at all levels.
 - Proven experience of design and delivery of influencing strategies for achieving widespread systemic change in an international development setting.
 - Excellent facilitation skills with the ability to listen, and to lead
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Desirable

- Understanding of systems analysis and theories of change.
 - Ability to effectively represent the country office, the organization and Practical Action's work
 - Commitment to development principles and Practical Action's vision, mission and ambition
 - Proven experience of leading the development of high quality, competitive proposals and a strong understanding of the requirements of key donors, such as DFID (FCDO) and USAID as well as corporate and foundation donors.
 - Demonstrated ability to write, present and convey complex ideas and issues clearly and coherently in English (with French and Kinyarwanda an advantage).
 - A sound understanding of and commitment to gender equality.
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- Existing strong relationships and networks within the energy sector
 - Knowledge of monitoring, evaluation and learning strategies.
 - Post-graduate degree in relevant subject
 - Experience in coordination with government, donors, partners and multilateral agencies coupled with excellent networking and communications skills.
 - Proven ability to coordinate and collaborate with colleagues, building cohesion and buy-in
 - High levels of demonstrated skills in prioritizing task and meeting deadlines
 - Able to work remotely and independently.
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