



Implemented by



Vacancy Announcement Component Manager for Civil Peace Service Programme

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is a federally owned international cooperation enterprise for sustainable development with worldwide operations. GIZ has worked in Rwanda for over 30 years. The primary objectives between the Government of Rwanda and the Federal Republic of Germany are poverty reduction and promotion of sustainable development. To achieve these objectives, GIZ Rwanda is active in the sectors of Decentralization and Good Governance, Economic Development and Employment Promotion, Energy and ICT (Information and Communications Technology).

GIZ is involved in the Civil Peace Service (CPS) programme in 21 countries with more than 100 international experts and a similar number of local specialists. In the Great Lakes Region of Africa, the CPS is executed as a regional programme and covers the countries Rwanda, Burundi and the Eastern part of the Democratic Republic of Congo (DRC). It supports local civil society organisations in identifying and strengthening local peace initiatives for social cohesion (outcome 1) and fostering youth's resilience to manipulation and calls for violence (outcome 2). Moreover, it seeks to increase partner organisations (POs) capacities, sustainability, effectiveness, and performance (outcome 3).

In 2014, the GIZ/CPS Rwanda introduced a Refugee Component, intervening in Kigeme, Mugombwa, and Mahama refugee camps and their respective host communities. The component has two strategic objectives: a) promoting constructive dialogue between youth, leaders, and service providers for violence prevention in refugee camps and host communities (Outcome 1) and b) supporting community based psychosocial services for increased resilience and active participation in community life (Outcome 2). GIZ/CPS would like to recruit a Manager to lead the Refugee Component.

Location: Kigali

Fixed term: From 15th March 2022 to 31st December 2023 with possibility of extension.

The GIZ/CPS Component Manager performs the following responsibilities and tasks:

A. Responsibilities

The component manager, under supervision of the CPS coordinator, is responsible for:

- project management in Kigeme, Mugombwa, Mahama refugee camps, Urban Refugee settings and their respective host communities
- independently manage CPS's refugee component in accordance with the project goals and activities agreed with the CPS coordinator and partners
- provide professional advice to partners and cooperating with important stakeholders
- monitor and evaluate the component's progress, quality, and impact
- innovation and knowledge management, and communication of innovations to members of the CPS programme, and to local and international partners
- integrate results and experience into the work of the team and all relevant groups
- technical supervision and disciplinary responsibility for National Personnel (NP) and Development Advisors (DA)
- ensure on-site technical supervision of partners' Local Peace Advisors (LOPA)
- work and liaise closely with other national and international experts in the CPS regional programme and other GIZ programmes

B. Tasks

The component manager performs the following tasks:

1. Programme management and coordination

- project planning for the component, developing project concepts and strategies, and ensure implementation
- coordinate and prioritise relevant project activities at local level in cooperation with the partners, regarding both the organisational preparation and implementation of the activities
- monitor the component budget in consultation with the CPS coordinator
- liaise with the CPS coordinator on synergies between the Refugee Component and the Regional Programme
- coordinate the component's interventions in accordance with CPS values and quality standards
- initiate and encourage creativity and innovation within the component
- select suitable partner organisations to reach the component's goals
- co-plan the assignment of LOPAs and DAs, disciplinary and technical supervision of DAs and NPs employed in the refugee component
- ensure that the refugee funds are spent as agreed with the CPS coordinator, in a cost-effective way and in adherence with GIZ rules
- in accordance with GIZ human resource management standards, carry out the annual staff appraisal for NP and DA management dialogue respectively and ensuring the implementation of all agreements reached therein for all staff,

2. Professional advisory services

- advise partner organisation(s) and other implementing agencies, based on the results from needs assessments and CPS quality standards
- develop concepts and strategies, and provide technical input where requested
- participate in identifying needs for external support and advice
- monitor the development and implementation of project plans and activities, in close consultation with counterparts and the CPS coordinator
- deal with the design, preparation and implementation of workshops, seminars and other events on issues related to the component's area of activity
- develop and organise quality assurance measures and suggest necessary changes, improvements, and initiatives
- monitor project progress and component's activities, review reports and document on the progress of joint programmes
- identify bottlenecks and recommends alternative management options to the CPS coordinator, if needed
- ensure that the technical services provided by the CPS staff are aligned with the partner's needs

3. Networking and cooperation

- ensure cooperation, regular contact and dialogue with partners and stakeholders both national, regional and international
- communicate local interests and efforts, forwards these to relevant parties, and encourages the sharing of ideas and information for the benefit of the component
- ensure a good flow of communication between the refugee component and CPS /GIZ
- travel in the region, in accordance with project requirements

4. Knowledge management

- compile annual reports for Engagement Global (BMZ)
- provide information on refugees in Rwanda and ensure knowledge transfer
- develop ready-to-use technical concept notes and communication tools
- draw up reports and presentation documents, as requested by the CPS
- formulate appropriate input for various project reports and contribute to any other reports required by the CPS coordinator and CPS Head Office
- assist with research activities and studies on political issues which benefit the CPS programme

5. Other duties/additional tasks

The component manager

- performs other duties and tasks at the request of the CPS coordinator

C. Required qualifications

Qualifications and Professional experience:

- Master's Degree in Project Management or related field
- At least 5 years' experience in the field leadership, preferably in the field of peacebuilding and psychosocial interventions
- Experience in coordinating projects in a complex setting
- Knowledge and understanding of the current policies and interventions for refugees in Rwanda
- Experience in planning, monitoring and evaluation of peacebuilding and psychosocial projects
- Fluent in English and French, both verbal and written. Fluency in Kinyarwanda would be an asset

Other knowledge, additional competences:

- Strong skills in organization, coordination, network and cooperation
- Ability to operate professional IT tools
- Very strong motivational and social skills and excellent communication skills both verbal and in writing

Interested candidates should submit their application (motivation letter, updated CV, certificates and references) **until 23rd February, 2022 at 5:00 PM**, by e-mail to recruitment-rw@giz.de. The email attachment (max. size 2 MB) should be a PDF file. Please quote the job title in the subject

GIZ is an equal opportunities employer and is committed to the full inclusion of all qualified candidates. This includes the provision of reasonable accommodation, if needed, in order to participate in the job application and interview process and to perform essential job functions. Please, let us know if you have any particular requirements should you be invited for assessment/interview or that you wish us to take into account when considering your application. Women and persons with disabilities are particularly encouraged to apply.

Only shortlisted candidates will be contacted for test and interview.

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