1. Background to RWAMREC and Generation G project

RWAMREC is a local NGO created in 2006 striving to achieve gender equality through the promotion of positive masculinities and male engagement approaches in preventing Gender Based Violence in Rwanda. RWAMREC has been legally established in 2008 by the Ministerial Order No. 114/11 of 3/9/2008. RWAMREC’s vision is a Rwandan peaceful society where women and men share roles and responsibilities of raising families, and governing society in equality and respect of human rights. It hence has a distinctive and innovative mission to promote gender equality through reconstruction of a non-violent identity of men, adoption of healthy masculine behaviours and men’s empowerment to be positive and supportive partners, role models for other men and change agents in promoting healthy families and women’s socio-economic development, eradication of sexual and gender-based violence, positive fatherhood and men’s health in Rwanda.

RWAMREC specific domains of intervention include but are not limited to: 1) Women Empowerment with interventions contributing towards women’s empowerment through engaging men as partners, beneficiaries and agents of change, 2) Healthy Families with interventions to promote peaceful families through prevention of intimate partner violence and any other form of gender discrimination, 3) Child Support and Youth Mentorship with interventions focusing on the promotion of gender equality and rights of children and youth, and, 4) Gender Justice with interventions targeting the provision of response services to survivors of GBV and engagement of actors in policy advocacy and accountability at all levels.

RWAMREC is coordinating Generation G Rwanda, a coalition that brings together three NGOs including the Rwanda Men’s Resource Centre (RWAMREC), Health Development Initiative (HDI) and African Youth and Adolescent Network (AFRIYAN), which will be implementing a 5-year program intending to contribute effectively to the amplification of young feminist voices, strengthening the role of young men as allies, by focusing on human rights and youth participation and reversing harmful norms and unequal power relations stemming from intersecting identities, to embrace...
sexual and gender diversity through a gender-transformative approach. It is against this background that RWAMREC seeks to recruit a Project Coordinator for Generation G.

2. Description of responsibilities and tasks

The project Coordinator will be responsible for the day-to-day implementation and coordination of the project activities under direct supervision of the Executive Director through the Programs Manager. The Project Coordinator will also ensure the delivery of all project outputs and outcomes as described in the project document in collaboration with the coalition staff members and other stakeholders.

2.1. Overall Responsibility:

To coordinate and implement the Generation G project activities intending to contribute effectively to the amplification of young feminist voices, strengthening the role of young men as allies, by focusing on human rights and youth participation and reversing harmful norms and unequal power relations stemming from intersecting identities, to embrace sexual and gender diversity through a gender-transformative approach

2.2. Key tasks

- Insure the coordination, monitoring and evaluation of the Generation G Project
- Take a lead in development of the Generation G action plans in relation to planned activities.
- Liaise with the program manager to implement work plans of the Generation G project.
- Lead planning and implementation of various planned activities in the project
- Produce periodical weekly, monthly and quarterly action plans and submit them to the Executive Director through the Program Manager,
- Produce relevant reports and submit them to the Executive Director through the Program Manager,
- Conduct regular follow up of the progress of Generation G Project’s activities
- Ensure follow up of the indicators contained in the M&E of work plans,
- Ensure data collection and processing as well as their accuracy and their reliability
- Ensure transmission of M&E reports to the donor and the steering committee of the Generation G Network
- Promote good working relationships and networking with member institutions/organizations of the Generation G consortium for effective implementation of the project,
- Advise the Generation G members on advocacy strategies for mass mobilization, policy influencing and decision making to end gender based violence and ensure women and youth participation,
• Participate and facilitate evaluation works for projects/program,
• Provide project technical and managerial advice to the Executive Director and the Program Manager
• Perform any other duties as may be required by the supervisor in the areas of the project management and engaging men as allies and positive partners in ending Gender Based Violence.

3. Required Qualifications:

• To be a Rwandan by nationality
• A Masters Degree in Gender and Development or other social sciences fields with a strong background in Project management, or any other related discipline.
• Relevant experience of 7 years in the area of gender and at least 5 years of experience in projects management at senior level,
• Interested in gender and development related domain,
• Experience in networking and advocacy strategy development,
• Fluent in English, knowledge of French and Kinyarwanda is an asset,
• Computer literate: word, Excel, PowerPoint, internet

4. Location:
The position is based in Kigali with frequent outreach visits upcountry and abroad.

5. Contract details:
The Generation G Project Coordinator will be under a one-year contract renewable after yearly performance evaluation

6. Compensation

For this position, the gross salary is 1,462,737 Rwandan Francs. The position includes only health insurance and 18 days of paid leave.

7. Start Date

Proposed starting date is early March 2021.
8. How to apply

To apply, send the following documents as one single PDF file labeled First Name_last name Project coordinator no later than 15 February 2021 at 4:00 pm East African Time to info@rwamrec.org

- A motivation letter,
- An updated and detailed CV with 3 referees (one of them should be the most recent supervisor),
- Degree
- Writing sample in English

Only shortlisted candidates will be contacted.

Done at Kigali on 10 January 2021

Signed by RWAMREC Administration