

Sustainable Villages Foundation is a young non-profit organisation based in Germany with country office in Rwanda, supporting village development in the fields of energy, water, pre-school, school and professional education, agriculture and food, health and income generation. Our pilot area is in Juru Sector / Bugesera District.

In the education field, Sustainable Villages foundation has so far electrified three primary schools with solar systems and equipped them with smart classrooms, photocopiers, printers. The local TVET school is in the process of setting up an IT network technology and IT programming trade with our involvement. We organize IT and English training for teachers as well as literacy courses for adults. We plan to increase our involvement in IT training and aim to promote an IT education ecosystem that encompasses all ten schools in the Juru Sector and beyond.

We are starting to build up our local team and are looking for a

## **Project Manager Education in Rwanda with specialization in IT**

based in our project office in Bugesera District, Juru Sector, if possible, starting in December 2024.

### Your tasks:

- Project Management responsibility for coordinating the following training activities in a project area of 34,000 inhabitants and ten schools:
  - IT- and English training for teachers
  - Literacy courses for adult learners
- Manage pilot project to open smart classrooms to students and local communities
- Make sure that the smart classrooms operated by the respective schools are always working well in cooperation with the school management and the IT maintenance service responsible
- Supporting debate clubs in English
- Support schools / teachers to have access to high quality teaching and learning (online) material
- Develop new ideas how to improve local qualification
- Take care of our scholarship programme for vocational training
- Develop and maintain strong connections for the first graduates of the TVET with possible employers
- Networking / relationship management with public entities (e.g. REB, RTB, Bugesera District / JADF and Education Director, Juru Sector, RGB and our line ministry MINALOC), other NGOs, suppliers, and other stakeholders and represent Sustainable Foundation in different meetings and open days organized by the stakeholders mentioned above
- Relationship management with the headteachers of the schools and the teachers including focus group discussions and surveys
- Be the lead person for monitoring and evaluation of the education activities
- Document best practices, case studies and lessons learnt
- Write reports of the progress implementation of Education projects
- Perform other related duties as assigned, within the scope of practice

Your profile:

- Education related University Degree, preferably with specialization in IT
- Experience with the IT training programs for primary, secondary and vocational schools as set up by REB, RTB and other players
- Proficient in Kinyarwanda and English in reading, understanding, writing and speaking (French is a plus)
- Excellent project management and communication capabilities
- Proactive and very self-motivated way of working. Willing to work in a small team in a young organisation that is in the built-up phase.
- Computer skills (MS Word, Excel, PowerPoint, Internet Browser, education knowledge and self-study platforms)
- Interdisciplinary thinking, broad perspective.
- Great interest in the topics of the foundation.
- Ready to live and work in a rural environment.
- Minimum three years' experience in education.

What we offer:

- Adequate and competitive salary
- You will be one of the first in the team and be part of building it further up. Flat hierarchies
- Chances to grow and to develop further professionally
- Rewarding projects, because life of people will be significantly improved
- Your workplace will be in Bugesera, Juru Sector
- The contract is full time with a probation period of three months

Please, address your application by **11 November 2024** at the latest to [mail@s-v-f.org](mailto:mail@s-v-f.org)

For more information about Sustainable Villages Foundation, please refer to [www.s-v-f.org](http://www.s-v-f.org)

Sustainable Villages Foundation is an equal opportunity employer who welcomes diversity. The organization does not discriminate on the basis of race, religion, color, national origin, gender, sexual orientation, age, marital status, or disability status.

We strongly encourage women to apply to this position. Women are favored if equally qualified.