Job Title: Programmes Manager

Reference Code: FCI/ RO/PM/2020

Nationality: Rwandese; Location: Kigali Office

Farm Concern International, FCI is an Africa-wide Agri-market development agency specialized in value chain analysis, profitable smallholder commercialization and market access. FCI’s experiential journey spans over a decade, and has been rolled out in over 9 countries in Africa, impacting over 18 million smallholder farmers and agro-pastoralists. FCI’s implementation approach for scale up is through The Commercial Village Model; an innovative mass marketing system designed for high impact among large numbers of smallholder farming households through a multi-value chain focus. FCI is a unique hybrid organization that blends dual dimensions of selected industry best practice from the private sector and development world.

FCI provides direct implementing expertise with expanded strategic partnerships dedicated to consortiums, development partners & programmes, contractors, and International Agencies. This blended approach creates opportunity for beneficial partnership between two distinctly divergent systems. This results in innovative market bridges between the formalized private sector, traditional informal markets and subsistent smallholders.

MAIN PURPOSE OF THE JOB:

This position is a programmes oversight position whereby the holder is expected to ensure that the assigned programme is highly coordinated and facilitated including; markets and business partnership, commercialization initiatives as well as input linkages translating to sales and income generation by FCI beneficiaries as per stipulated donor, consortium partners and other stakeholders’ requirements. The staff is required to be technically able to offer strategic direction on various and multifaceted management functions as well as offer innovations and guidance in management of organization core activities such as technical support to partners, market linkages and partnership development with different categories of market players. The holder of this position is required to build a strong country team with ability to manage the project through creating synergies with various actors.

MAJOR RESPONSIBILITIES

1. Provide continuous oversight of the project and provide feedback on processes to improve efficiency, the optimal utilization of resources and improve quality of deliverables.
2. Design and guide implementation of project activities including development of work plans and management of Activity Teams.
3. Assuring quality control of project activities, including supporting field teams, reviewing work deliverables, and providing value-added feedback.
4. Conduct research and development research reports, technical notes and related project activities.
5. Ensure regular interface, coordination and liaison with donors and clients to provide accurate, relevant and timely reporting on project implementation, impact and development opportunities.
6. Technical support of staff under supervision and where necessary partner staff on the implementation of the CV model and other business models
7. Linking private Sector partners to Commercial villages to provide various services
8. Work plan review and programme deliverables consolidation
9. Organizing monthly and quarterly review meetings (Virtual and Physical with minutes/proceedings) Development of performance indicators for each project staff
10. Data base development for farmer organizations and traders engaged in the project
11. Track data sets as per programme indicators and deliverables with clear guidelines by M&E office
12. Consortium building for joint partnership engagement
13. Networking within various sectors to market the projects and initiatives by FCI in Rwanda
14. Proposal development for scaling intervention in currents sites
15. Management of project budgets and activity resources.
16. Maintain positive relationships with partners and client.

PROFESSIONAL REQUIREMENT/ COMPETENCIES

1. University Degree: BSc / Agriculture / Agribusiness /Agronomy/Economics
2. + 5 Years of project management experience in Rwanda
3. Solid knowledge and understanding of the Agriculture sector and landscape in Rwanda.
4. Technical skills and experience in the areas of agriculture, agribusiness and/or economic growth. Agriculture background is highly desired.
5. Ability to develop and implement trainings and workshops, and/or conduct assessments and evaluations of projects highly desired.
6. A proven record on documentation; strategic plans, business plans, market report writing and market briefs.
7. Proven experience delivering agriculture focused programme to improve livelihood and reduce poverty of smallholder farmers in Rwanda
8. Proven planning, assessment and analytical skills. Excellent report and proposal writing skills, supported by a high level of attention to detail and the ability to compile comprehensive reports for donors.
9. Knowledge of the agriculture sector in Rwanda and its regulation and stakeholders
10. Experience in market research, market entry, branding and market logistics
11. Experience in analysis of smallholder household value chain participation, marketing and trading in Africa.

JOBS SKILLS AND PERSONAL ATTRIBUTES

1. Strong customer focus and problem solver
2. Leadership skills and Teamwork ability
3. Good communication skills and interpersonal skills
4. Maintain high level of integrity and confidentiality
5. Should have a good track record and of unquestionable integrity
6. Excellent planning and time management skills and ability to meet deadlines
7. Ability to work calmly under pressure to deliver as part of a team
8. A high level of attention to detail and accuracy in working with numbers;
9. Strong analytical ability, able to evaluate and to appraise critically quantitative and qualitative information.
10. Commitment to team-building and ability to develop other team members.
11. Fluent in Local languages and English.

Applications should be sent to hr@farmconcern.org by 18th March, 2020 stating the reference code and Job Title on the subject line. The shortlisting will be ongoing as applications are received.