



INTERNAL RECRUITMENT

Position: RYAF KIIWP Liaison Manager

RYAF Background

The Rwanda Youth in Agribusiness Forum (RYAF) is a nationwide platform aiming to change the current perception of the agriculture sector among the youth in Rwanda. RYAF focuses on creating awareness, developing skills, and providing advocacy support services to encourage young people to seize investment opportunities in agribusiness. The goal is to cultivate a critical mass of change agents who will transform the agricultural business landscape with courage, determination, and a positive attitude.

Role Overview

In collaboration with the Rwanda Agriculture Board (RAB) and the Special Project Implementation Unit (SPIU) of IFAD-funded projects, RYAF has been implementing the Kayonza Irrigation and Integrated Watershed Management Project (KIIWP II). The project focuses on strengthening cooperative operation capacity and

horticulture fruit tree production in Kayonza. To ensure the smooth continuation of this project, RYAF is seeking a highly skilled and competent KIIWP Liaison Manager to manage the interventions, field staff, activities, and budget, and to serve as the focal person for the project.

Key Responsibilities

The responsibilities and tasks of the KIIWP Liaison Manager include, but are not limited to:

Coordination and Management:

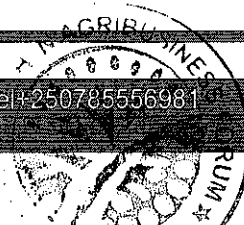
1. Coordinate day-to-day operations of field-based activities supporting cooperative management.
2. Oversee all KIIWP activities under the MOU between RYAF and SPIU/IFAD KIIWP II.
3. Act as the primary contact person for project-related updates, inquiries, and issues.
4. Manage the project technical and financial progress
5. Develop responsive mechanisms for assessed problems and troubleshoot challenges faced by RYAF KIIWP staff.

Stakeholder Engagement:

1. Coordinate with project stakeholders and beneficiaries to supervise field staff.
2. Ensure that RYAF KIIWP Cooperative Officers and horticulturist technicians and other field-based staff deliver beyond expectations.

Horticulture and Field Operations:

1. To ensure the horticulture Technicians are empowered and well managed to deliver on the project deliverables as stipulated in the Agreement





2. To ensure the quality of the coaching delivered by Horticulture Technicians lead to good adoption of good agricultural practices, including basening, weeding, watering, pest and disease control, and other maintenance activities by the farmers with close monitoring plantation models and ensure compliance with technical guidelines.
3. Ensure the horticulture technicians deliver on: (1) Participate in Global GAP training sessions and follow up with groups engaged in avocado and pepper production. (2) Support youth mobilization, employment, and capacity building in horticulture production. (3) Organize field experience-sharing platforms to professionalize farmers. (4) Coaching farmers on Good Agriculture Practices and work with FFS Facilitators to empower the farmers in project locality area.

Reporting and Documentation:

1. Prepare weekly and monthly work plans and reports aligned with planned activities.
2. Provide detailed reports on field operations, including planting, maintenance, pest and disease management, and technology adoption.

Training and Capacity Building:

Cooperative Support:

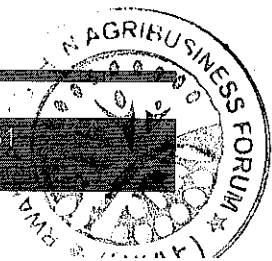
1. To ensure the cooperative officers are empowered and well managed to deliver on the project deliverables as stipulated in the Agreement and those includes: (1) Conduct baseline assessments to evaluate cooperative management, technical, and financial positions. (2) Support cooperatives in developing or revising by-laws, procedures, and record-keeping systems. (3) Assist in the preparation of technical and financial reports, cooperative meetings, and governance training. (4) Coaching cooperative members on good Agriculture practices, (5) Mobilize farmers for access to agricultural inputs and link them with potential buyers (6) Linking farmers to markets, (7) Mobilizing and empowering youth in cooperatives nearby community, (8) Facilitate the construction of kitchen gardens for malnutrition eradication program.

Monitoring and Evaluation:

1. Organize field trips for monitoring and evaluating KIWP project activities.
2. Provide content for project-related presentations, newsletters, case studies, and success stories.
3. Ensure timely and accurate reporting to RYAF and SPIU/IFAD on project progress, including weekly, monthly, and annual reports.

Qualifications

- A Bachelors' degree in Agribusiness, Crop production, Horticulture, cooperatives management.
- Proven 5 years of experience in project implementation, particularly in agricultural projects.
- Strong leadership, coordination, communication, and stakeholder engagement skills.
- Having worked with RAB/ IFAD Funded Projects through RYAF is required.
- Experience in horticulture and cooperative management is highly desirable.





- Ability to work independently and as part of a team in a fast-paced environment.
- Female competent candidates are required to apply
- Being ready to start on the responsibilities immediately.
- Proficiency in both English and Kinyarwanda languages, with strong written and verbal communication skills.

Reporting:

- The KIWP Liaison Manager will report directly to the Chief executive officer of RYAF and collaborate closely with the Corporate Liaison Manager.
- Provide regular updates on project activities, milestones, and challenges.
- Demonstrate flexibility and readiness to work in the field across the country, with a particular emphasis on the Eastern Province.

Application Modalities

The following are the key guidelines to apply for the above job offer:

1. Application letter addressed to the RYAF Chief Executive Officer.
2. Updated Curriculum Vitae of not more than 2 pages with at least 3 professional references.
3. National ID.
4. Latest employment completion certificate.
5. Degrees and certificates copies.

Soft copies must be submitted to the email: ryafrecruitment@gmail.com not later than 24th June 2024
Application will be sent in a single PDF file, separate documents will not be considered, mention the position name in the email subject. Shortlisted candidates will be contacted for the next stage of the selection process.

Done at Kigali, on 18/06/2024

Jean Marie Vianney RWIRIRIZA
RYAF Chief executive officer

