

TITLE	RECRUITMENT OF STAFF TO WORK WITH NATIONAL FUND FOR ENVIRONMENT – GCF PROJECT
TYPE OF CONTRACT:	PROFESSIONAL INTERNSHIP
DATE OF ISSUE	September 2020

Background and context

National Fund for Environment – FONERWA under Ministry of Environment has received financing from Green Climate Fund (GCF) to increase the resilience of vulnerable communities to climate change in Gicumbi District in Northern Rwanda. The project will restore and enhance ecosystem services in one of the sub-catchments of the degraded Muvumba watershed, increase the capacity of communities to renew and sustainably manage forest resources and support smallholders to adopt climate resilient agriculture. The project will also invest in climate resilient settlements for vulnerable families currently living in areas prone to landslides and floods and support community based adaptation planning and livelihoods diversification. Knowledge and capacity developed during implementation will be mainstreamed at the local and national level.

The project will specifically target the most vulnerable groups who have less resources to mitigate and adapt to climate change. This includes the extreme poor, as more than a quarter of households in the target area fall into this category and women headed households who tend to be poor and are particularly vulnerable to climate change.

The project comprises four interlinked outputs:

1. Sub-catchment B of the Muvumba watershed restored and small scale farmers supported to adopt climate resilient practices;
2. Communities supported to implement sustainable forest management and adopt fuel-efficient cooking methods;
3. Human settlements developed and/or modified to increase climate resilience; and
4. Successful adaptation and mitigation approaches communicated and mainstreamed at the national level.

There are two expected outcomes from the project, linked to both mitigation and adaptation:

1. Improved management of land or forest areas contributing to emissions reductions
2. Strengthened adaptive capacity and reduced exposure to climate risks

FONERWA wishes to recruit competent professional Internee to fill the vacant post in FONERWA to manage project management unit. Below find the positions for Professional Internee and required qualifications and experience. Detailed Job descriptions and attributions is accessible on FONERWA website: www.fonerwa.org (see careers)

S/N	Working post	Job functions	Job Specifications (indicate whether knowledge/skill (qualification), experience is Compulsory (C), Desirable (D), or Added Advantage (A) in work performance and results)			
			C	D	A	
1	Monitoring and Evaluation Intern (1 position)	<ul style="list-style-type: none"> Assist the M&E Specialist to monitor and document the progress of project activities; Undertake regular visits together with field technicians to support monitoring, evaluation, impact assessment; Responsible for collecting, organizing, and analysing data, related to the component actions/achievement; Work with the M&E Specialist to assist in producing resource materials, deliver training, make presentations and organize events; Work with the M&E Specialist to monitor / track and document the ongoing consultancy services by the hired consultancy service providers in ensuring timely delivery services; 	Relevant Qualifications:			
			• Bachelor's degree in IT and /or development studies or related fields	✓		
			• Be a Rwandan by nationality	✓		
			Experience:	C	D	A
			• Acceptance of internship is subject to a satisfactory reference check.	✓		
			• Professional development goal matching internship opportunity.	✓		
			• Excellent attention to detail skills.	✓		
			• Leadership experience at work, or outside of work.	✓		
			• Excellent command of English.	✓		
			• Good knowledge in Word, Microsoft Excel and Data Analysis skills.	✓		
• Willingness and ability to working with farmers on the field.	✓					
• May be required to travel on a motorbike	✓					

2	Communication Intern (1 position)	<ul style="list-style-type: none"> To Plan and manage press conferences, radio and television talk shows, and prepare speeches; Management of the content of the project web site in combination with maintaining a vibrant online media presence including Twitter, Facebook, YouTube; Ensure that all communications are aligns with project activities; Maintain digital media archives including photos and videos; Implementation of internal and external communications and advocacy strategies and tools; Prepare press releases and blog posts as necessary; 	Relevant Qualifications:	C	D	A
			Bachelor Degree in media relations, Journalism, Marketing, Communication, International Relations, Linguistics and Literature	✓		
			Experience:	C	D	A
			Excellent communication skills both oral and in writing;	✓		
			Excellent interpersonal skills;	✓		
			Report writing & Presentation skills;	✓		
			Creativity & Initiative skills;	✓		
			Good Organizational and Time;	✓		
			Management skills;	✓		
			Team working skills;	✓		
			Effective Public relations & Public speaking skills;	✓		
			Interviewing Skills;	✓		
			Fluent in Kinyarwanda, English and/ or French language; knowledge of all is an advantage.	✓		

Application procedure

To apply, please submit the relevant documents such as; your updated Curriculum Vitae (CV), copies of academic certificates, any proven working experience and one-page cover letter detailing why you are interested for professional internship on the position you are applying for. Please note that all applicants must apply using our online application system via email: recruitment@fonerwa.org

The deadline for submission of application is **17th September 2020 at 3:00 PM local time.**

For more information, kindly visit FONERWA website on www.fonerwa.org and for more enquiries please contact us on info@fonerwa.org

Done at Kigali on 7th September 2020



Teddy MUGABO MPINGANZIMA
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