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VACANCY ANNOUNCEMENT: 2016 – 017

Position Title: USAID Project Management Specialist (Agriculture Productivity Team Leader)

Grade: FSN-11

Basic Salary and Allowances per Year: 25,323,323 to 40,729,740 FRW (FSN-11, Steps 1-14)

Location: Kigali, Rwanda

USAID/Rwanda is seeking an Ordinarily Resident citizen or individual with the required work permit for employment as USAID Project Management Specialist (Agriculture Productivity Team Leader) USAID/Rwanda offers an Equal Employment Opportunity (regardless of age, sex, race, handicaps, national origin, etc.).

BASIC FUNCTION OF POSITION

The incumbent is the Agriculture Productivity Team Leader. As such s/he provides supervisory and leadership to a two-member team that manages USAID/Rwanda's agricultural productivity, food security and nutrition portfolio. As the principal agricultural advisor to the Economic Growth Office Director, the incumbent will keep up to date on all news and development in the Rwanda agricultural sector, maintain close contact with various stakeholders in the agricultural sector (donors, government officials, farmer groups, agribusinesses) in order to provide policy advice and strategic direction to the Economic Growth office. The Agriculture Productivity Team Leader leads strategy development and program design. S/He manages USAID-funded agricultural development projects and also oversees implementation of all projects managed by her/his staff. As the Feed the Future coordinator, the incumbent serve as the main point of contact of the USAID/Washington Bureau for Food Security. S/he will lead the preparation of the Feed the Future portfolio review, and coordinate the EG office response to the Feed the Future annual data call. S/He supervises two full time staff members: one Agriculture and Rural Development Specialist (FSN) and one Agriculture and Food Security Specialist (FSN).

A copy of the complete position description listing all duties and responsibilities is available at the USAID/Rwanda Website: <http://www.usaid.gov/rwanda/partnership-opportunities>

QUALIFICATIONS REQUIRED

NOTE: All applicants must address each selection criteria detailed below with specific and comprehensive information supporting each item.

- a. **Education: (20 Points)** Master's Degree in the field of agriculture, economics, environment or other related field is required.
- b. **Prior Work Experience: (35 Points):** Minimum of 5 years of progressive responsibilities, professional level experience in project development and management. At least 4 years of demonstrated technical leadership or senior managerial experience in agriculture, infrastructure or environmental projects is desirable.
- c. **Language Proficiency: (20 Points):** Level IV fluency (speaking/reading/writing) in English and Kinyarwanda are required.
- d. **Skills and Abilities: (20 Points):** The incumbent must have a proven ability to communicate quickly, clearly and concisely, both orally and in writing, including in preparation of technical reports and presentations and briefings. The Team Leader must demonstrate strong human resource management experience. The Team Leader must be able to explain USAID agricultural program policies, objectives and procedures as well as U.S. Government legislation relating to agricultural development to technical and non-technical audiences and should have demonstrated ability to produce professional quality analytical pieces and deliver authoritative, persuasive oral presentations to senior USG officials from multiple agencies, other donors, foreign government, and local governments. The incumbent must demonstrate ability to write quality reports and constructively edit work of others, including Foreign Service Nationals. The incumbent must also have a high degree of technical, analytical, and quantitative skill in the analysis of statistical data, public policy, and market-related data for decision-making. Successful candidates must demonstrate the ability to manage a complex portfolio of multiple development activities. The following

skills and abilities are also sought: interpersonal skills, operational and management skills; computer skills, including ease and skill in using word processing and power point programs, email, databases and spreadsheets; and the ability to conceptualize both strategically and programmatically.

- e. **Job Knowledge: (20 Points)** A thorough knowledge of the concepts, principles, techniques and practices in the agriculture, food security, nutrition and poverty reduction field is required. A thorough knowledge of the host country's economic, political, social, and cultural characteristics is required. A thorough knowledge of the host country's development prospects, practices in environment and rural development required. Up to one year after recruitment, the incumbent must be familiar with of 22 CFR 216 & ADS Chapter 204 Environmental Procedures and must have a working knowledge of the Administrative Determination Systems as well as relevant Government of Rwanda policies.

SELECTION CRITERIA

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. If the selected applicant does not fill all the position requirements, he/she may be started at training level.

ONLY SHORT-LISTED CANDIDATES WILL BE CONTACTED.

TO APPLY

Interested applicants for this position must submit the following, or the application will not be considered:

1. Application for U.S. Federal Employment (DS-174) from this link: <http://www.usaid.gov/rwanda/partnership-opportunities>
2. A current resume or curriculum vitae that provides the same information as an DS 174; and
3. Any other documentation (e.g., essays, certificates, awards, and copies of degrees earned) that addresses the qualification requirements of the position as listed above.

SUBMIT APPLICATION TO

E-mail: Kigalhr@usaid.gov

POINT OF CONTACT

Human Resources Office, Tel: 0252 596 400; Ext. 2605

CLOSING DATE FOR THIS POSITION: May 06, 2016 at 12:00 pm

Cld: EXO