



OFFICE OF THE COORDINATOR

JOB ANNOUNCEMENT FOR THE POSITIONS OF RESEARCH ASSISTANTS

BACKGROUND

The University of Rwanda is a public institution of Higher learning committed to support the development of the country through the generation and advancement of knowledge and innovation among other core activities. In that regard, the University of Rwanda is implementing several projects under the main project called **Transforming Education Systems for Sustainable Futures**.

To fulfill optimal functioning, UR-Single Project Implementation Unit (SPIU) calls for qualified and motivated candidates to apply for the position of “**Research Assistant**” on one of the following projects: The positions are valid for a period of 9 Months renewable, but not exceeding one year.

1. Research Assistant (1)

Project One: RW76L- Involving the community in education for urban life skills for sustainable livelihood in a resource-deprived context in Kigali
Project summary

This project seeks to determine working strategies and knowledge that respond to skills needs for the youth and young adults living in a resource-deprived urban context in Kigali. This is important because it will inform the efforts of Technical and Vocational Training (TVT) schools located in the informal urban settlements and slums in Rwanda and in a similar context to strengthen collaborations with the community to assess the skills needs and to integration of the transferable skills, into practical vocational skills.

The project addresses “Education and sustainable cities/ communities” through contributing to skills needs and increase employability potentials among the youth and young adults. Also, the project will partly address the “Education and sustainable livelihoods”; the trained individuals are expected to create sustainable jobs or sustain in their employment.

Project Objectives

- To determine working strategies of enhancing community-school collaborations for the TVT programs in resource-deprived communities in Kigali.
- To integrate transferable skills in the TVT programs to increase the employability potentials of the youth and young adults attending the programs.

Duties and responsibilities of the Research Assistant

- Support the project team in data collection, management and analysis.
- Assist the team in organizing meetings and providing the administrative support for the smooth running of project activities
- Prepare reports for internal and external stakeholders as required with the support of the PI.
- Follow-up on project logistics in collaboration with the project team.
- Perform any other duties as assigned by the project team.

Requirements and Qualification

- A minimum of Bachelor's degree in Development Studies, Social Work, Sociology Public Administration, or any other related field with at least 5 years of work experience or Master's degree in the same field with at least 2 years of experience
- Excellent organizational skills demonstrated by the ability to deliver as per the deadline.
- Demonstrated understanding of community-based research methodology skills and practice
- Demonstrated skills in qualitative and quantitative data analysis, and report writing, including the ability to effectively communicate technical information to non-technical users.
- Demonstrate skills in Photography, Audio and Video recording, and editing
- Proficiency with Microsoft office suite (Excel, Word, PowerPoint)
- Ability to work independently and as part of a team also with higher level of flexibility
- Self-motivated, with a strong sense of personal ethic, integrity, and quality
- Fluent in speaking and writing English and Kinyarwanda

2. Research Assistant (1)

Project Two: RW65- One Child, One Tree Project: Creating Children Forests to Promote Social Harmony and Tackle Climate Change

Project Summary

One Child One Tree (OCOT) study comes as the prominent solution to tackle the challenges of climate emergency, using a transformed education model as a key for sustainable development. OCOT study will be addressing two research areas of the call. First, the initiative is aligned with a core mission of climate change restoration (SDG-13), through reforestation while creating and sustaining the 2 children forests and scaling the children forest approach through engaging key policy makers, partners and funders. OCOT does emphasize on the developmental skills and habits necessary for individuals (and their communities) to live in a way that contribute to a better ‘world’; the current and the future (Egana del Sol, 2019). Second, OCOT study will be contributing to the sustainable cities/communities (SDG-11), because forests and green environments have a pivotal impact on community’ overall wellbeing. In particular forests filter air and water, two of the main essentials of healthy communities in cities where air and water management can pose public health risks. In addition, people in Rwanda (and globally) will develop a closer connection with each other and with nature through the tree planting activity.

To evaluate the role of tree planting in improving children and youth understanding of the importance of stewardship and trees for climate resilience and adaptation and the contribution of traditional knowledge in this activity, we seek to conduct a mix method of qualitative and Quantitative with pre and post intervention interviews, using questionnaires. The OCOT study will focus on the two components: First, the research component to scientifically evidence the role of children’s engagement in OCOT; and second, the community engagement component, to rapidly scale OCOT initiative all over Rwanda.

Project Objectives

- OCOT has the potential to link human beings with each other on a national wide and worldwide scale through connection with nature.
- OCOT study could become the world’s first truly global ritual. By the end of OCOT study, a policy will be jointly developed by partners and government, to ensure that the OCOT model is implemented at schools’ level, and that each school has a dedicated area named ‘Children Forest’ where students will plant and take care of their trees.
- OCOT will help integrate the findings and developed policy in formal and informal education, while recommending a mixed model to involve students in action research, where students are engaged in problem-based learning.

Duties and Responsibilities

The responsibilities of the Research Assistant include:

- Planning and re-planning: regular review, refine, and update and update of Log frame; Activity Plans and Budgets;
- Developing the research tools/questionnaire, developing the analysis plan, conducting analysis, publishing and assuring results dissemination and the scalability of OCOT project.
- Monitoring: Using a systematic and continuous control of the overall scheme and goals, using the Log frame and budget proposal as major guidance.
- Reporting: Provide sufficiently detailed information on the state of advance of the project biannual using the project log-frame and budget. The daily project management; including weekly and Monthly review will be incorporated

Required Skills and Qualifications

- A minimum of Bachelor's degree in Socio Sciences, Psychology, Mental health, Nature conservation, Biodiversity or similar field with at least 5 years of work experience or Master's degree in the same field with at least 2 years of experience
- Experience in working on field.
- Ability to work with partners.
- Experience in working with children.

Desired Skills and Qualification

- Excellent communication skills.
- Excellent organizational skills.
- Proven ability to prioritize and time manage work activities, work to deadlines and demonstrate initiative.
- Proven ability to work independently and as part of a team

APPLICATION PROCEDURE:

Interested and qualified candidates should submit their applications online to the link:

https://docs.google.com/forms/d/e/1FAIpQLSePEytBtmloVTdaerLR0d0b_YNXFsrlxbrjl7Rh89z-V7ZNeQ/viewform?usp=sf_link

and attach all required documents.

You must login to your Google account for you to access the application link above. Documents required are:

- An application letter addressed to UR-SPIU Coordinator. The letter should indicate briefly how you meet all the requirements described in the position for which you have applied.
- A detailed Curriculum Vitae
- Copy of academic degree(s), and Certificates of any relevant professional training
- Copy of National Identity and/or passport
- A current CV which also includes a description of your current research interests
- Two recommendation letters.

The deadline for submission of the application is set on 31st January 2022. applicants are advised to apply for positions on One of the projects BUT NOT on all Projects. All application documents must be submitted in PDF format. Only shortlisted candidates will be required to sit for written test.

Done at Kigali on 24th January 2022


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