



Executive Appointment in RUFORUM

We are retained by the Regional Universities Forum for Capacity Building in Agriculture (RUFORUM) to identify a competent, dedicated and highly inspirational individual to fill the post of **Deputy Executive Secretary, Planning, Resource Mobilization and Management, (DES-PRM&M)**. The position is based in the RUFORUM Secretariat in Kampala, Uganda.

RUFORUM operation is guided by its Vision 2030 Strategy (The African Universities' Agenda for Agricultural Higher Education, Science, Technology and Innovation - AHESTI), which is being implemented through four Flagship Programmes. Visit [RUFORUM website](#). Prospective applicants are advised to review the RUFORUM [Vision 2030 Strategy](#) and the [Five Year Operational Plan](#) (2018-2022). The job roles and requirements of the post is detailed below

Job Role

Reporting to the Executive Secretary, the DES Planning, and Resource Mobilization & Management will have overall direct responsibility for the planning, resource mobilization and management in RUFORUM. He/she will supervise: Manager, Program Results Measurement and Learning (PRM&L); Manager K- Hub; and Manager, Finance & Administration (F&A)

His/her functions will be to:

- Lead the development of RUFORUM's planning, resource mobilization and management policies and their review
- Lead the identification, development and effective implementation of new strategic initiatives in consultation with RUFORUM Secretariat Management
- Network and maintain relationships with civil society actors working in the field of higher education in agriculture and Science, Technology and Innovation in Africa at national, regional and global levels
- Provide leadership for the development of innovative and/or change management programs
- In partnership with the Deputy Executive Secretary Programme Design and Implementation coordinate operations of the Managers to ensure alignment of RUFORUM Vision 2030 programs/activities to the agreed strategic objectives and devising strategies to address deviations
- Support the Executive Secretary to strengthen synergies across programs, alignment to the overall RUFORUM Vision 2030, mission and strategic objectives and accountability to RUFORUM stakeholders
- Oversee the strengthening of RUFORUM institutional architecture including organizational culture, work and professional ethics, staff conduct and performance
- Oversee and guide the management of planning, policy analysis, monitoring and evaluation, institutional learning and knowledge hub to ensure timely implementation or functionality



- Facilitate the development, management, and implementation of strategies and initiatives focusing on identifying funding opportunities, nurturing donor relationships and RUFORUM networks, ensuring prudent financial management and timely reporting on funding
- Support the Executive Secretary by providing periodic reports on aspects of program operations under his/her leadership

Job Requirements

- PhD in Agricultural Sciences, Economics, Management or related disciplines.
- Postgraduate training or demonstrable experience in program/project planning and management
- At least ten years' experience in a reputable international, public/private organization; five in managing programs/projects
- Ability to understand group dynamics and to solicit varying points of view, ideas and opinions from members of teams to inform specific decisions
- Vision – Ability to identify strategic issues, opportunities and risks and communicate those to others effectively; ability to conceptualize, prioritize and translate such issues, opportunities and risks into achievable action and operational activities.
- Judgment/Decision-making – Demonstrated sound judgment in resolving issues/problems; ability to proactively seek and recommend sound policy initiatives
- Leadership – Proven supervisory skills and ability to establish and maintain effective working relations with subordinates, monitor their performance and encourage productive growth
- Ability to actively build and promote an environment that solicits for innovative ideas
- Ability to consider long-term business implications or devise appropriate solutions for the implementation of initiatives; and mobilize resources to fund and support related activities
- Ability to use understanding of RUFORUM in building relationships that support its current and future objectives
- Proven evidence of designing large scale projects/programmes and leading strategic planning processes
- Knowledge of the African Higher Education landscape is an added advantage

Terms and Conditions

This is a regionally recruited position which offers attractive remuneration package. The position is **open only to Nationals of Member States where RUFORUM operates** (See [Map](#) showing RUFORUM Footprint). The initial contract period will be for 3 years renewable, subject to probationary period of six months.



Application Procedure

Applications with detailed curriculum vitae (in pdf form), copies of certificates, transcripts, names of three referees and the applicant's skype address; daytime telephone contact should be sent online to our e-mail with the subject **Deputy Executive Secretary, Planning, Resource Mobilization & Management (DES PRM&M)**

Email address: damaconsultantsltd@gmail.com

Any form of canvassing will lead to disqualification. Only short listed applicants will be contacted.

Closing date: 31 January 2019

Note: Applications will continue to be received and considered until the right candidate is identified