

Appointments at RUFORUM Secretariat, Kampala Uganda

About RUFORUM:

The Regional Universities Forum for Capacity Building in Agriculture (RUFORUM), established in 2004, is a consortium of 114 universities in 38 countries in Africa. The organisation evolved from the Forum on Agricultural Resource Husbandry (FORUM) programme of the Rockefeller Foundation. RUFORUM is registered as an International Non-Governmental Organisation (NGO) and undertakes activities to strengthen Higher Education, Science, Technology and Innovation development in Africa in line with its [Vision 2030 Strategy](#).

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 posts are detailed below

1. Job Title: [Manager- Programme, Results Measurement & Learning \(PRML\)](#).

Organisation: RUFORUM (Regional Universities Forum for Capacity Building in Agriculture)

Duty Station: Kampala, Uganda

Reports to: Deputy Executive Secretary, Resource Mobilization and Management

Job Reference No: RUF/JOB/MANAGER PRML/2019: Manager- Programme, Results Measurement & Learning

Job Role

1. Lead the design, implementation or review of a results-based monitoring and evaluation system including the framework, tools and instruments and that can facilitate measurement of outcomes and impact.
2. Coordinate compiling of information on program/project implementation practices and experiences and that can be used for learning.
3. Coordinate and support the development of strategic and operational plans for the Secretariat and RUFORUM.
4. Organize and conduct regular program/project reviews and evaluation of different operational levels of RUFORUM.
5. Coordinate the provision of technical support and guidance to other units, Member Universities and networks for development of a coherent monitoring and evaluation system, reporting formats and consistent reporting and application of the M&E tools and instruments.
6. Coordinate the consolidation of unit or individual work plans and budgets.
7. Ensure that M&E frameworks and indicators incorporate, and are sensitive to, issues of gender equality, environmental sustainability and other emerging cross cutting issues such as climate change adaptation.

8. Manage the dissemination of information that is generated from planning, monitoring, evaluation and learning that is responsive to the information needs of the Secretariat, Member Universities and RUFORUM stakeholders.

Job Requirements

- At least a Masters degree in Economics, Statistics, Agricultural Sciences or relevant field.
- Postgraduate Diploma in Monitoring and Evaluation or Project Management.
- Ability to design and implement or use effective monitoring; evaluation and learning strategies, platforms, tools and instruments.
- Ability to analyze complex implementation issues and problems and synthesize information to identify key solutions.
- Ability to deal with situations that have not been seen before or have unique variables.
- Ability to develop and establish long-term objectives, goals, strategies and a course of action to accomplish RUFORUM's business agenda.
- Ability to seek opportunities to address situations in which to apply current knowledge as a means of consistently updating and expanding learning/ expertise.

2. Job Title Technical Specialist, Research and Development

Organisation: RUFORUM (Regional Universities Forum for Capacity Building in Agriculture)

Duty Station: Kampala, Uganda

Reports to: Manager, Research and Innovations

Job Reference No: RUF/JOB/TS R&D/2019: Technical Specialist, Research and Development

Job Role

The Technical Specialist, Research and Development will perform the following roles:

1. Develop proposals for RUFORUM's research policy and strategy.
2. Identify new research and funding opportunities for RUFORUM Secretariat and the Universities.
3. Support bid development and bid submission process for identified research proposals to support the transnational needs of researchers and the Faculties.
4. Design, manage and plan the delivery of a series of internal and external workshops for academic, management, support staff and international partners on aspects of research policy and funding.
5. Develop guidelines for implementing competitive research grants.
6. Liaise with Technical Committee for the approval of applications for research grants awards.
7. Under the guidance of the Manager Research and Innovations, oversee monitoring, evaluation and reporting on progress, accountability and compliance to the terms of research grants awarded to recipients and participate in monitoring and evaluating the outcome and impact of the grants awarded

Job Requirement

- At least a Master's degree in Agricultural Sciences or related disciplines.
- Postgraduate training/experience in Program/Project Management

- At least five years in a reputable agricultural training university or research organisation
- Ability to foster an environment where research can be supported
- Ability to apply Microsoft Office applications
- Should be a team player
- Ability to monitor progress/quality and/or standards of research projects implementation against key criteria
- Ability to take initiative in dealing with unanticipated events or managing risk
- Ability to effectively communicate information
- Ability to value and act with honesty and openness in relations with others
- Ability to enforce accountability for individual or organizational commitments
- Ability and flexibility to multi-task

Terms and Conditions

These are regionally recruited positions which offer attractive remuneration package. The positions are open only to Nationals of Member States where RUFORUM operates (See [Map](#) showing RUFORUM Footprint). The initial contract period will be for 3 years, subject to probationary period of six months.

Application Procedure:

All candidates are required to send their applications via email to Secretariat@ruforum.org, or delivered in hard copy (with CD enclosed containing soft copies) to:

The Executive Secretary
RUFORUM Secretariat, Plot 151 Garden Hill,
Makerere University, P.O Box 16811, Wandegaya
Kampala, Uganda

1. **RUF/JOB/MANAGER PRML/2019:** Manager- Programme, Results Measurement & Learning
2. **RUF/JOB/TS R&D/2019:** Technical Specialist, Research and Development

Applicants should quote the reference number(s) and job applied for, and should attach photocopies of the necessary academic support documents, including letters from two referees.

Only short listed candidates will be contacted.

Screening of applications will begin in November 2019, and will continue until the post is filled.

Deadline: 30th October 2019 by 1700 hours East African Standard Time