



AIMS

African Institute for
Mathematical Sciences
NEXT EINSTEIN INITIATIVE

The Secretariat
District Gasabo, Secteur Kacyiru
Cellule Kamatamu Rue KG590 ST
Kigali, Rwanda

We're transforming Africa through innovative scientific training, technical advances and breakthrough discoveries!

The African Institute for Mathematical Sciences (AIMS) is a pan-African network of centres of excellence for postgraduate training in mathematical sciences, research and public engagement in STEM. Its mission is to enable Africa's brightest students to flourish as independent thinkers, problem solvers and innovators capable of propelling Africa's future scientific, educational and economic self-sufficiency. The first AIMS centre opened in Cape Town, South Africa in 2003; since 2011, AIMS has opened additional centres in Senegal, Ghana, Cameroon and Rwanda.

Each AIMS Centre provides expertly tailored academic and non-academic programs, training around 50 African students each year and preparing them for leadership in the domains of academia, government and industry. The AIMS academic program relies on top international lecturers who teach in a 24-hour learning environment.

If you bring a collaborative spirit with a passion to effect change, consider this opportunity as the...

Program Manager, AIMS Rwanda!

Reporting to the Centre President, and based at the AIMS Rwanda Centre, the Program Manager's overall responsibility will be to coordinate all the day-to-day programmatic activities at the AIMS Rwanda Centre including the MasterCard Foundation Scholars Program, Mathematical Sciences for Climate Change and Resilience Program and all other donor-funded programs/activities. You will also support the Centre President in developing a strong and sustainable partnership network at both national and international level and will actively contribute to fund-raising initiatives including revenue generating activities that ensure the sustainability of the Centre's operations.

As an experienced leader you will work with a multicultural team to provide operational leadership and oversight in planning, budgeting, implementation, monitoring, evaluation, learning and reporting ensuring quality and timely delivery of the programs to meet expected objectives

As the ideal candidate, you will dynamically support the Centre President in establishing partnerships with both local and international partners, support the fundraising activities for the Centre, help to create a systematic, process-driven approach to partner outreach and relationship management, identify and source partnership opportunities through inbound lead follow-up and outbound cold calls, emails etc. you will actively assist the Centre President and the Director of Industry Initiatives in designing and developing ready-to-deliver training programs for professionals, in collaboration with training certification bodies.

This is a full-time opportunity based at the AIMS Rwanda in Kigali, Rwanda.



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Do you have what we need?

- Master's degree in international development, economics, business administration, project management or related social sciences or education or equivalent.
- Minimum of 5 years professional experience in program and budget management including management of day-to-day implementation and monitoring of program activities.
- Professional qualifications in project/program management e.g. PgMP, PMP, or MSP.
- High degree of comfort in Results Based Management, M&E and reporting.
- Experience and understanding of the impact evaluation requirements for Foundations, international donors especially the Canadian Government and related agencies e.g. GAC, IDRC, and other government agencies such as UKaid and USAID etc.
- Ability to make decisions and exercises good judgement providing solutions to challenges experienced while implementing programs.
- Excellent facilitation and communication skills in English, both oral and written. Working knowledge of French is an added advantage.
- Results driven and motivated by a high sense of performance excellence and a sense of urgency.
- Ability to set and achieve clear objectives and deadlines.
- Flexible, intellectually curious and creative.
- Strong interpersonal skills and the ability to effectively work in multicultural teams and interact effectively with multi-cultural/racial/able students, staff and the public.
- An appreciation of/training in gender equity and equality.
- Good understanding and/or experience in the area of education and development in Africa, with a strong focus on Science, Technology, Engineering and Maths (STEM) education.
- Entrepreneurial, self-starter who enjoys a dynamic work environment.
- Proficiency using Microsoft Office Suite, including Excel, PowerPoint, Word and Internet applications (Skype, Gmail, etc.).

Are you ready to be a part of the transformation?

Click on [this link to apply](#). Applications will be accepted until November 10, 2021.

Should no feedback be received from AIMS-NEI within four weeks of the deadline, kindly accept that your application will not be further pursued. AIMS-NEI reserves the right not to make an appointment at its sole discretion.

AIMS-NEI is an equal opportunity employer. Visit www.nexteinstein.org to learn more about AIMS.