



## Terms of Reference for Gender and Inclusion Specialist

### About Empower Rwanda

**Empower Rwanda** is a Women-led Non-Governmental Organization that is established and officially registered in Rwanda to support women and youth through the provision of the skills, knowledge, and resources they require for sustainable change and social economic transformation for their families, and their communities. ER works with stakeholders to eliminate all forms of discrimination, to promote equity through a provision of a broad array of vital support services and education.

### Project background

A large percentage (78%) of the Rwandan population is below the age of 35 years. This presents a challenge but also an opportunity in terms of economic development. A skilled and engaged youthful population goes a long way in impacting the country's economy. The rationale of this project is that if rural, unskilled, and financially excluded youth are provided with employable skills, supported to start businesses and then linked to finance and markets then they will contribute to the growth of the economy. Providing SMEs (youth and women led) with the necessary skills, linked to finance and markets, will enable them expand operations and employ more youth. This project aims to unlock the potential in women & youth led enterprises by addressing these challenges.

The YEFFA project aims to address youth unemployment in Rwanda by empowering youth, with a particular focus on young women, through skills development, market linkages, and business incubation in agriculture value chains. Implemented by a consortium of six organizations, the project focuses on creating 45,000 dignified jobs, leveraging existing resources and partnerships, and influencing public and private sectors to foster inclusive employment opportunities.

Gender equality and inclusion are integral to the project's success, ensuring equitable access and benefits for all participants, especially marginalized groups such as women, persons with disabilities (PWDs), and vulnerable youth.

Empower Rwanda (ER) seeks a **Gender and Inclusion Specialist** to lead and oversee the integration of gender-responsive approaches within the YEFFA project. The project focuses on creating dignified and fulfilling employment opportunities for women, youth, and persons with disabilities in the agricultural value chain. The Gender and Inclusion Expert will provide technical leadership and strategic guidance to ensure that gender-responsive and inclusive strategies are effectively integrated across all project components. This role will ensure that the project activities and outcomes are aligned with national and international gender and inclusion standards, fostering equitable access and participation in employment opportunities within agricultural sector .

### Position Title: Gender and Inclusion Specialist



**Project Title:** Youth Employment and Financial Futures in Agriculture (YEFFA) Project

**Source of Funds:** AGRA Rwanda

**Location:** Rwanda (with frequent travel to project implementation districts: Nyagatare, Gatsibo, Kayanza, Kirehe, Ngoma, Rwamagana, and Bugesera)

**Duration:** 12 months with possibility of extension based on performance

**Start date:** As soon as possible

**Reports To:** Head of Programmes

The Gender and Inclusion Specialist is expected to perform the following duties & responsibilities:

### **Key Responsibilities**

#### **1. Project Leadership:**

- Lead ER's overall implementation of YEFFA project, ensuring alignment with its goals and objectives.
- Coordinate consortium members to achieve the desired outcomes and milestones effectively from a gender perspective.

#### **2. Gender-Responsive Program Design:**

- Develop and implement a Gender and Inclusion Strategy aligned with the project's objectives and AGRA's Inclusive Market and Trade (IMT) framework.
- Ensure gender-responsive and inclusive practices are embedded in the design, implementation, monitoring, and evaluation of all project activities.
- Identify barriers to participation of young women, PWDs, and other vulnerable groups like teenage mothers and design tailored interventions to address them in the targeted districts.

#### **3. Capacity Building:**

- Develop and deliver training modules on gender equality, climate resilience, sustainable agriculture, and social inclusion.
- Strengthen women's cooperatives and savings groups, promoting leadership roles for young women including those with compounded vulnerabilities.
- Facilitate community awareness campaigns to address traditional gender norms and reduce Gender-Based Violence in agricultural communities.

#### **4. Advocacy and Awareness Creation:**

- Advocate for equitable access to productive resources, (land, credit, and agricultural markets) for women and youth.
- Lead campaigns on land rights and gender-responsive policies to support women farmers and women-led households.

#### **5. Data Collection and Analysis:**



- Develop gender-sensitive data collection tools, such as GESI assessments and Intersectional Community Score Cards (ICSC).
  - Analyse to inform project strategies and measure progress towards gender equality and employment generation.
- 6. Collaboration and Stakeholder Engagement:**
- Work closely with consortium partners and local governments to mobilize young women and persons with disabilities for project participation.
  - Foster partnerships with financial institutions and government programs to enhance opportunities for women and youth led enterprises in agricultural value chains.
- 7. Inclusive Approaches and Technology Integration:**
- Leverage technology, including mobile applications, to provide agricultural training and extension services to underserved communities.
  - Promote remote agricultural training to increase accessibility for women farmers in rural areas.

### **Required Qualifications**

- Master's degree in Gender Studies, Agriculture, Development Studies, or a related field.
- At least 5 years of experience in gender mainstreaming, inclusion, and project management.
- Proven track record of working with vulnerable populations, particularly women and persons with disabilities.
- Strong knowledge of the agriculture sector, climate resilience, and sustainable development.
- Experience in designing and delivering capacity-building programs.
- Excellent communication, advocacy, and stakeholder engagement skills.
- Familiarity with gender-sensitive data collection and analysis methods.
- Proficiency in English and Kinyarwanda (French is an added advantage).

### **Reporting and Accountability**

The Gender and Inclusion Specialist will report to the ER's Head of Programmes and work closely with the consortium partners, donor and other stakeholders. Regular updates, including progress reports and recommendations, will be submitted as required.



## **Application Process**

Interested candidates should submit their application and the following documents addressed to the Founder & Country Director of Empower Rwanda via [careers@empowerrwanda.org](mailto:careers@empowerrwanda.org).

1. Certified Academic Certificates
2. Copy of National Identity Card
3. A detailed CV (3 pages max)
4. A cover letter
5. Contact information for three professional references.

**Deadline for submission of applications 14th January 2025 at 5:00 pm, CAT.**

### **Note:**

- *Only short-listed candidates will be contacted. Female candidates are encouraged to apply. Empower Rwanda is an equal opportunity employer and it values diversity among its staff and aims to achieve gender equality through promotion of a gender dimension in all its work operations without discrimination.*
- *Empower Rwanda has zero tolerance to Sexual Exploitation and Abuse of beneficiaries. Protection from Sexual Exploitation and Abuse (PSEA) is everyone's responsibility and all staff are required to adhere to the Code of Conduct, that enshrines principles of PSEA, at all times (both during work hours and outside work hours).*

**Done at Kigali, 06th January 2025**

**Dr. Olivia Promise KABATESI**

Founder and Country Director,  
Empower Rwanda.