

## JOB ANNOUNCEMENT

**Job Title:** Policy Analysis, Research & Advocacy Unit Manager  
**Contract duration:** Open ended

Rwanda Association of Local Government Authorities (RALGA) wishes to recruit a Policy Analysis, Research & Advocacy Unit. She/He will be responsible, among others, for contributing to its mission of promoting good local governance and deepening decentralization in Rwanda.

### Academic qualifications and professional experience

- ✓ Masters in policy analysis, economics, development studies, public policy, law or related fields.
- ✓ Experience of at least 5 years in senior management positions
- ✓ Experience in strategic planning, monitoring and evaluation;
- ✓ Be familiar with local governance and decentralization policies and processes in particular;
- ✓ Knowledge of Rwanda policies, strategies such as decentralization policy, good governance, vision 2050, NST 2, and DDSs

### Main duties and responsibilities

- 1) Coordinate, supervise and provide technical guidance and oversight over Policy Analysis, Research & Advocacy Unit Manager
- 2) Strengthen the participation of RALGA in national socio-economic transformation
- 3) Document, analyze and provide technical position papers for advocacy, aiming at improving working environment in Local Government Entities
- 4) Ensure RALGA's effective and efficient evidence based advocacy
- 5) Advise RALGA on quality and coordinated positioning vis-à-vis issues affecting or likely to affect local government development;
- 6) Initiate innovations meant to improve existing practices of policy analysis, research and development within RALGA and mobilize adequate funding for their implementation.

### Application procedure

Interested candidates shall send their applications ONLINE to the Secretary General of RALGA at the following email: [info@ralga.rw](mailto:info@ralga.rw) no later than **Wednesday 01<sup>st</sup> November 2024 at 12:00 p.m.** The detailed terms of reference can be found on RALGA's website: [www.ralga.rw](http://www.ralga.rw). Women are strongly encouraged to apply.

Done at Kigali, on 25<sup>th</sup> October 2024.

  
Dominique HABIMANA  
Secretary General

