



RWANDA NURSES AND MIDWIVES UNION

“Motivated Nurses and midwives for better services “

(250)781600415

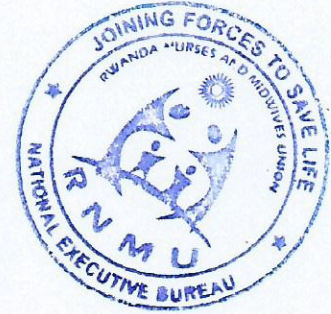
RUKIRI II, KG 8 Av ,House no 27

www.rnmu.rw /info@rnmu.rw

PO. Box: 5406 Kigali

JOB ANNOUNCEMENT

Position: Provincial Coordinator
Status of the contract: Full time
Location: RNMU Province Office
Reports to: General Secretary
Starting period: September 2019



About RNMU

Rwanda Nurses and Midwives Union (RNMU) is a combined professional organization and trade union in place to advocate and protect the nursing and midwifery profession in the aspects of labor, social and economic development. The vision of the Union is to have an empowered nurse and midwife who is motivated to provide high quality service.

The position and key responsibilities

The Provincial coordinator will lead all RNMU activities within the working province and will be responsible for:

- Membership recruitment
- Check off system implementation and monitoring
- Membership assistance
- Ensure the continuous monitoring of program progress in close collaboration with relevant partners within the province
- Periodically review and propose updates to key indicators and targets in line with the organization's mission
- Contribute to RNMU member's capacity building, knowledge building and institutional learning by identifying and disseminating best practices and lessons learned.

Y



RWANDA NURSES AND MIDWIVES UNION

“Motivated Nurses and midwives for better services “

(250)781600415

RUKIRI II, KG 8 Av ,House no 27

www.rnmw.rw /info@rnmw.rw

P.O. Box: 5406 Kigali

Reporting and communication

- Communicate the progress of activities and key findings with the direct supervisor and external stakeholders within the province
- Collaborate with RNMU team to assist with data collection and analysis to show the impact of RNMU interventions
- Prepare technical reports: monthly, quarterly and annual progress reports and contribute to other organizational reports such as annual work plans, and case studies as required.

Desired skills and qualification

- Must be an active member of RNMU
- Must be a Registered Nurse with at least 3 years' experience in coordinating, monitoring and evaluation
- Proven experience in data analysis, interpretation, and knowledge management implementation approaches.
- Significant professional experience collecting, managing, and analyzing data as well as producing high-quality evidence-based reports and communication documents.
- Strong communication skills, including interpersonal skills, written communication skills and networking skills.
- Must have advance level proficiency in French and/or English.

How to apply

Interested candidates should submit to RNMU Office or to email: mutonibless@hotmail.com, their cover letter addressed to the RNMU President with updated CV and notified copy of degree, copy of license and ID, not later than August 20th, 2019, at 2:00 pm.

Done at Kigali, 5th August 2019.

SHEJA Innocent
General Secretary

