

# **TERMS OF REFERENCE TO RECRUIT A KAYANZA PROVINCIAL COACH**

## **I. BACKGROUND**

Initiative pour la Promotion de Santé Rurale et le Développement (IPROSARUDE) is a local NGO created in 2010 and accredited in 2013 by ministerial order n°530/772 of 29/5/2013 and recognized as a public utility organization in 2020 by ministerial order n°530/47 of 16/01/2020. IPROSARUDE's mission is to save human lives and improve health in rural areas in general, and among vulnerable people in particular, through access to quality healthcare and sustainable development. The organization aims for a Burundi where everyone has access to healthcare and sustainable development.

In partnership with Care International in Burundi, the organization has been implementing the "SRH Solutions-Community/TUBAKARORERO" project in the provinces of BUBANZA, GITEGA and KAYANZA since October 2021. The project focuses on promoting the empowerment of women and young people, particularly girls, through households, VSLA savings and credit groups, G50 groups and the revitalization of youth spaces and their sustainable management.

. The focus of this project is on strengthening information and education in life skills, with a view to large-scale behavior change. The aim is to support income-generating activities through the promotion of entrepreneurship, as well as sexual and reproductive health among women and young people.

As part of the implementation of this project, IPROSARUDE wishes to recruit a provincial coach who will be based in KAYANZA. The provincial coach is responsible for carrying out reporting activities, monitoring implementation, learning, coaching and ensuring the quality and consistency of the project's interventions.

## **II. GENERAL DUTIES**

- Coordinate the implementation of IPROSARUDE's action plan for the "SRHR-Community/TUBAKARORERO Solutions" project, in accordance with national strategy and donor requirements in the province of assignment;
- Guarantee the implementation of all the project's programmatic interventions aimed at improving access to correct information on SR/FP and GBV through awareness-raising via households, groups (VSLAs and G50s) and youth spaces, ensuring the link between the Community - Youth Center - Health Center;
- Monitor activities at community level to categorize and update data;

Organize monthly supervision of the activities of young volunteers/community leaders, pillars and KA in raising awareness of SRHR/FP and the fight against GBV in VSLAs/G50 groups and community youth spaces;

### **III. TASKS AND RESPONSIBILITIES**

Under the supervision of the project manager and in compliance with the national strategy and donor requirements, the provincial coach will have the following responsibilities and tasks:

- Identify (mapping) the community savings and credit groups, including women's and youth VSLAs, and the Centre Jeunes Communaux (CLACs) targeted by the project in the province of assignment;
- Assess the health status of VSLAs in the province of assignment;
- Organize awareness-raising sessions for young boys and girls on entrepreneurship, SRHR/FP and the fight against HIV/AIDS in playgrounds and VSLAs;
- Participate in capacity-building sessions for young people on entrepreneurship;
- Promote intergenerational and community dialogues on SRHR/FP and the fight against SGBV;
- Participate in coordination meetings organized by the donor and IPROSARUDE;
  
- Meet the donor's programmatic, financial and operational requirements;
- Ensure effective and efficient management of project activities in line with donor requirements;
- Ensure the reinforcement of young people in entrepreneurship and SRH to achieve the project's expected results;
- Report and update monthly activity monitoring data to the IPROSARUDE project implementation team;
- Draw up monthly plans for the implementation of program activities in the province of intervention;
- Support/coach young volunteers/communal leaders and pillars in raising awareness about SRHR/FP and the fight against GBV in VSLAs and communal youth spaces;
- Accompany, in collaboration with the young volunteers/communal leaders and pillars, the implementation and execution of the action plans of the youth and women's associations targeted by the project;
- Report regularly to the Project Manager on the progress of field activities;
- Produce monthly activity reports for his/her province and forward them to the Project Manager;

- Immediately inform the line manager of any information that could hinder project implementation;
- Monitor/coach youth centers and community groups (VSLA, G50);
- Contribute to the coaching/mentoring process of young entrepreneurs and women's and youth associations to optimize their access to financing opportunities;
- Establish and maintain good collaborative relations with all project stakeholders, in particular young volunteers and VSLAs pillars, women community leaders/Imboneza as well as provincial and local authorities for the smooth running of project activities;
- Participate and accompany young volunteers, VSLA pillars, VSLA supervisors and G50 KA in the organization of sensitizations on SRHR/FP, the fight against SGBV and youth entrepreneurship in the community;
- In collaboration with partners, coach and monitor young people in the implementation of gender-sensitive entrepreneurial activities;
- Document best practices.

#### **IV. CANDIDATE PROFILE AND QUALIFICATIONS**

- a. University degree in Social Sciences (Psychology, Sociology, Public Health, Communication and other similar fields); Additional certified training in gender, SRHR, entrepreneurship is an asset;
- b. Have a valid category A driving license;
- c. At least 3 years' experience in the field of SRHR/FP in general, in projects integrating gender in particular, and at least 1 in projects financed by the Netherlands Embassy in Burundi;
- d. Experience in working with the local administration (Province and Commune);
- e. Be immediately available.

#### **V. TECHNICAL KNOWLEDGE AND SKILLS**

- a. Good knowledge of setting up and supervising women's and youth VSLA groups;
- b. Technical leadership in community mobilization;
- c. Good knowledge and skills in communication strategies and community mobilization;
- d. Ability to work in a team;
- e. Good command of computer tools (Excel, Word and Powerpoint);
- f. Good oral and written expression in French and Kirundi, and knowledge of English would be an asset.
- g. Good motorcycle driving skills.

**N°...../IPROSARUDE/2023**

**RECRUITMENT NOTICE**

As part of the implementation of the project "Solutions SDSR-Communauté/TUBAKARORERO", the Initiative pour la Promotion de Santé Rurale et le Développement (IPROSARUDE) wishes to recruit a provincial coach who will be based in Kayanza.

The terms of reference are posted at the IPROSARUDE head office at Rohero II, avenue Makamba n°24 or at its clinics in Kayanza (Ku rubaho), Gitega (Kwa Fouchette), Mwaro(Kamoso) and Kayogoro ( Kw'ivuriro kwa Mubona). Alternatively, they can be collected from the organization's website [www.iprosarude.org.bi](http://www.iprosarude.org.bi).

Applications must include :

- A letter of motivation addressed to the legal representative of IPROSARUDE;
- An updated curriculum vitae with two references;
- Certified copy(ies) of diploma(s);
- A recent police record;
- Proof of services rendered;
- Copy of national identity card.
- Three professional references

Female candidates are strongly encouraged to apply.

Competent candidates interested in this position are requested to submit their applications to the IPROSARUDE secretariat and to the above-mentioned clinics, or they may be sent electronically in a single pdf file to [iprosarude@gmail.com](mailto:iprosarude@gmail.com) no later than 12:00 on 23/10/2023.

Only successful candidates will be invited to a written test and interview.

**Bujumbura, 09/10/20**

**Dr Félix HARERIMANA**

**Legal Representative**