

The Facility of the Regional Teacher Initiative for Africa is implemented by:



Programme Coordinator – Facility of the Regional Teachers Initiative for Africa (RTIA-Facility)

Project description.

The Regional Teachers Initiative for Africa (RTIA), a programme funded by the EU/EC via the Education section (G3) of DG INTPA aims to improve learning outcomes and the socio-emotional development of children in Africa, by having a more competent, motivated and inclusive teacher workforce in basic education.

The RTIA especially seeks to achieve the following outcomes over the next 6 years:

1. Improve the governance, management, attractiveness, and gender balance of the teaching profession, with a strong focus on increased digitalisation and innovation.
2. Enhance the quality, relevance, and effectiveness of initial and continuous teacher professional development, notably through digital education, peer-to-peer learning approaches and regional collaboration.

Within RTIA, the Facility (RTIA-Facility) supports teacher policy and improve teacher education and professional development systems by i) providing capacity building at country level through on-demand technical assistance, ii) promoting innovation and scaling of effective teaching solutions; iii) increasing the production and use of data and evidence, and iv) promoting the use of regional frameworks, evidence-based practices, and joint learning at regional level.

The RTIA-Facility reaches the above-mentioned objectives through 3 types of instruments or “windows”:

- one window to deliver on-demand technical assistance on teacher governance and teacher education and professional development based on the demand from eligible partner countries,
- one window on testing and scaling effective programs for teacher education and professional development in the thematic areas of digital skills, gender, green skills, and pedagogical skills, including in the context of refugees and displaced populations,
- a research window to create new evidence and support the integration of evidence in the policy making process and in the design of teacher education and professional development programs.

In addition to these windows the Facility’s knowledge management and communication activities further contributes to the sharing of knowledge, evidence, and best practices related to the overall Initiative outcomes.

The Facility is funded by the European Union and be co-implemented by the Partnership formed by 3 member state agencies: Expertise France for France, Enabel for Belgium, EDUFI for Finland. Expertise France has been designated the Coordinating Agency for this Partnership. With the Facility governance scheme serving as the Initiative's governance scheme, it is expected that the Partnership works closely with UNESCO and AUC, in charge of the other 2 components of the EU Initiative.

The duration of the action is scheduled from 01.02.2024 to 31.01.2027 (36 months) with a budget of 46.000.000 EUR.

Assignment description.

Based in Expertise France coordination office in Paris, with regular travels to MS coordination offices in Europe and Africa, the Programme Coordinator will lead the overall management, planning, and implementation of EF-managed activities in an efficient and effective manner.

Collaborating closely with the programme teams of each MS agency to ensure strategic alignment and operational consistency, the Programme Coordinator will oversee the implementation of the Facility's three operational windows. This includes the direct supervision of activities implemented by EF programme teams, and the indirect oversight of MS-led actions, by ensuring their operational coherence and integration, consolidating results, and coordinating joint reporting. The Programme Coordinator directly manages the six staff of the EF Programme Team, who are responsible for planning, implementing, and monitoring activities under Window 1 (Technical Assistance) and Window 2 (Grant Scheme to support teachers in crisis contexts), as well as the MEAL Expert, who ensures cross-cutting monitoring, evaluation, and learning across the entire Facility.

Reporting to the Team Leader at the RTIA-Facility coordination office in Paris, the Programme Coordinator is assigned the following primary responsibilities:

Responsibility 1: Operational management of EF activities

- Support the overall management, planning, and implementation of EF-managed activities (Windows 1 and 2) according to donor contract.
- Lead the development and revision of EF work plan, and annual performance plan whilst ensuring consistency between budget planning and operational planning. Identify any discrepancies and propose and implement necessary adjustments.
- Organize and lead consultation/coordination meetings between the EF team and MS agencies, facilitating effective and integrated activity planning and implementation.
- Actively participate in the identification of project needs, define terms of reference, and contribute to the recruitment of experts essential for meeting project requirements, in close collaboration with the technical teams in Paris and Addis.
- Provide operational leadership, closely monitor activity implementation, and take corrective actions in case of difficulties, risks, and contextual factors affecting project activities.
- Oversee the effective implementation of workflows, key processes, and required forms (templates, TORs, activity reports, etc.) to manage Technical Assistance (TA) and Grant-making activities within EF and across MS agencies.
- Supervise and manage the grant scheme under Window 2, overseeing partners and subgrantees, whilst ensuring compliance with reporting requirements and providing detailed oversight of programmatic aspects.
- Ensure close coordination with the EF Support Services Unit for the administrative, financial, and logistical organization of activities, including field expert missions and grant-making.
- Contribute to budget monitoring in collaboration with the Support Services Coordinator, ensuring compliance with EU and Expertise France procedures.

Responsibility 2: Program Team Leadership and Coordination

- Lead, manage, and supervise EF Program team in Paris and Addis Ababa and evaluate their performance, whilst maintaining strong functional link with MS

agencies' operational teams (in particular the other components implemented under Window 2 and Research Window 3).

- Facilitate EF Program team coordination mechanisms through regular and ad hoc meetings.
- Sustain ongoing coordination with Program Teams in each MS agency, ensuring alignment of the work plan and annual performance plan while maintaining consistency between budget planning and operational planning.
- Provide consolidated operational inputs — including implementation forecasts and aggregated results — to inform the deliberations of the Initiative's key governance bodies (ISC, TCC, and PC), enabling evidence-based decision-making grounded in accurate and up-to-date data.

Responsibility 3: Monitoring, Evaluation, Accountability, and Learning (MEAL)

- Directly manage the MEAL Expert and ensure close coordination between MEAL and programme operations in accordance with the development and implementation of the Learning Agenda (LA) of the Facility and the Initiative.
- Ensure that MEAL outputs effectively inform both the operational and strategic steering of the Facility.
- Oversee the consolidation of results across all three operational windows (Technical Assistance, Grant Scheme, Research) and actions implemented by MS agencies.
- Ensure the quality, consistency, and strategic use of monitoring and evaluation data across the Facility.
- Facilitate the integration of MEAL findings into knowledge management, reporting, communication, and governance processes.
- Contribute to the continuous improvement of MEAL tools and frameworks to support adaptive and results-based management.
- Promote a learning-oriented approach by supporting the implementation of evaluations, reviews, and learning exercises.
- Support any necessary monitoring, learning or evaluation exercise conducted by Expertise France (or by a body engaged by Expertise France) or the donor.

Responsibility 4: Support to Reporting, Knowledge Management and Communication

- Contribute to the preparation of interim and final donor reports (narrative and financial) in accordance with contractual deadlines and requirements, in close coordination with the Team Leader (narrative) and the Support Services Coordinator (financial).
- Contribute to the implementation of the operational communication strategy and 3-year action plan of the Facility, in close link with the Team Leader and the Communication Officer
- Promote visibility and best practices of the programme in communication, visibility, and knowledge management events, including those organised within EF
- Support the documentation and dissemination of lessons learned, tools, and methodological approaches to strengthen the Facility's knowledge base and inform future programming.
- Ensure that knowledge products generated by the Facility are collected, curated, and made accessible to relevant stakeholders, including through EF's internal platforms and external communication channels.

The described tasks involve the necessity to network and interact with a multiplicity of institutions from EU and Sub-Saharan countries and require readiness and ability to travel abroad when necessary.

Qualifications

Required Skills:

- Relevant university degree related to programme management in international cooperation and development sector (e.g., political or social sciences, international cooperation, project management, or any other relevant field).
- Good command of EU grant management procedures and Expertise France's project management tools and processes.
- Proven experience in engaging institutional relations with national authorities and donors. Capacity to advocate, liaise and coordinate with various actors. Demonstrated ability to coordinate networks of public and/or private stakeholders.
- Excellent project planning, organisational, interpersonal and communication skills.
- Strong analytical skills, excellent leadership competences, strong interpersonal and communication skills.
- Full command of standard computer applications (Microsoft Office)
- Fluent French and English spoken and written skills are essential. Other languages desired: Portuguese (an asset)

Required Experience:

- A minimum of 10 years of relevant work experience in development project design, implementation, coordination and/or management in complex environments, especially projects funded by the European Union (EU). Experience managing large complex projects (> 10M€) is an asset.
- Previous experience working on education projects or programmes design or implementation. Working knowledge of education and teacher education systems and stakeholders in Sub-Sahara Africa is an asset.
- Previous experience as project manager or coordinator of projects providing policy advice and capacity building to public institutions (eg. technical assistance, peer-to-peer exchanges among civil servants, etc.), involving logistical arrangements (organisation of missions, meetings, workshops, training sessions) and the use of IT tools is an asset.
- At least 3 years' experience in developing, implementing or supervising MEAL systems.
- Ability to successfully manage and develop staff, especially remotely, as demonstrated by experience.
- Ability to manage partners, sub-contracts and grant programs with all required reporting requirements.
- Experience in working and coordinating with international and national partners, government, and donor agencies.
- Working experience with the promotion of inclusivity of vulnerable groups, in the broad sense of the word.
- Work experience in a multi-lingual/international environment and ability to accommodate cultural differences to interact effectively with people of different cultures.

Contract information.

The contract period is for 12 months starting as soon as possible (yearly renewable up to 5 years, covering the 2 phases of the Initiative). We offer an EF contract with a competitive salary and benefit package which includes comprehensive insurance cover, social security, pension contribution, etc.

Application.

Documents to be provided:

- A CV
- A cover letter
- Three business references including email and telephone contacts.