

Project Coordinator for the Hanga Sexual and Reproductive (SRH) Track

1. Background and context

The Government of Rwanda aims to be a pan-African technology and innovation hub and is making significant strides in building a vibrant ecosystem. Hanga PitchFest, in its second edition, is one of the most recent initiatives to boost and support the country's entrepreneurial innovation ecosystem and aims to be the biggest showcase of Rwanda's technology and innovation talent. The program is mainly focused on startups who play a vital role in bringing new products and services to market, opening export opportunities, creating jobs and new markets and looks to showcase the growing number of startups every year.

At the sidelines of Hanga PitchFest 2022, a new track was launched with a focus on Sexual Reproductive Health (SRH). The objective of this niche track is to explore the opportunity that exists for technology enabled startups to solve key issues in SRH to accelerate better outcomes, where progress was further undermined by COVID-19.

Some of the areas to further explore are how technology can be used to:

- Enhance and simplify access to information, education, SRH awareness, services and care to all.
- Leverage data and analytics to inform policy making and the development of interventions.
- Explore innovation that supports service delivery of SRH, strengthens health systems across Africa and improves accessibility to financing of care.
- Accelerate innovation in healthcare supply chains and logistics to support last-mile access to SRH care and services.
- Support the healthcare workforce with diagnostic tools, and data insights to support patients, especially vulnerable groups.

This project is led by the Centre for the Fourth Industrial Revolution Rwanda (C4IR Rwanda) in close collaboration with the Ministry of ICT & Innovation (MINICT). Launched in 2020, C4IR Rwanda was established as a collaboration between the Government of Rwanda and the World Economic Forum to set the stage for and spur the development of emerging technologies. In this regard, C4IR is working with government institutions and other partners on several initiatives pertaining to Rwanda's 4IR policies and strategies.

In parallel, C4IR is working to catalyze and support innovations that tackle the most pressing issues aligned with national priorities. More pertinent to this project, C4IR has been working with the Ministry of Health, RBC, and relevant stakeholders to streamline

validation and licensing procedures for tech startups within the health space, as well as facilitate collaboration between the government and healthcare innovators. C4IR and our partners are therefore excited to add this track to our broader portfolio of innovation acceleration initiatives.

2. Project description

As a collaborative effort between MINICT, RDB and C4IR, the Hanga SRH Track Project will provide a platform to accelerate entrepreneurs, and start-ups using technology to solve issues in SRH in Africa through a program aimed at providing bespoke technical and business support to help these companies achieve product-market fit and put them on a path for scaling and raising follow-on funding.

About the Project Coordinator's Role:

C4IR is seeking a dynamic Project Coordinator to support the Hanga SRH Project's implementation, working closely under the guidance of the Program Manager. This role is critical in facilitating the development of startups and entrepreneurs in SRH in Africa. The Project Coordinator will support the management and coordination of relationships with key stakeholders, including the Ministry of ICT and Innovation (MINICT).

3. Specific responsibilities of the role will include but are not limited to:

Project Coordination:

- Assist in the management of the incubation program, supporting the incubation delivery partner for successful outcomes.
- Contribute to developing the project schedule, tracking key milestones and deliverables, and helping monitor project progress against deliverables, timelines, and budget.
- Work closely with start-ups to track their progress and facilitate positive experiences during the incubation period.
- Help coordinate project activities, ensuring efficient mobilization of requirements and resources for project implementation.
- Assist in reviewing and adjusting the project plan in response to budget and timeline changes.
- Support both internal and external stakeholders in implementing the project.
- Aid in preparing and submitting accurate and timely project reports.
- Document and share lessons learned during the project's design and implementation phases.
- Engage in ecosystem building activities, including Hanga PitchFest.

Stakeholder Management:

- Facilitate effective communication with program stakeholders.
- Assist in maintaining the stakeholder register and advise on stakeholder outreach, including nurturing relationships within the wider SRH community.

4. Skills and Experience Sought:

Qualifications:

- Bachelor's degree in public health, business, finance, economics, innovation, public policy, engineering, information and communication technology (ICT), or other STEM-related fields.
- At least 2 years of experience in project coordination, preferably in technology sectors or innovation ecosystems.
- Experience working with early-stage startups in Rwanda and /or Africa
- Experience in organizing and supporting Innovation community events and managing stakeholder relationships.

Skills:

- Excellent interpersonal skills, capable of working effectively in a team environment
- Ability to work independently with minimal supervision.
- Proven ability in developing and maintaining partnerships with stakeholders, partners, and donors.
- Openness to diversity

Duration:

8 months

Language:

Fluency in English, both written and spoken, is required.

Location:

Kigali, Rwanda

Application process:

Interested candidates should use this email: recruitment@minict.gov.rw to submit their application by June 11th, 2025, 4:59 PM. Only shortlisted candidates will be contacted.