

Advert – April 2026

- **Do you want to do work that really matters? Help us end avoidable blindness**
- **Full time role based Kigali, Rwanda**
- **Closing Date: 11 May 2026**

ABOUT THE FRED HOLLOWES FOUNDATION

The Fred Hollows Foundation is an international development organisation working to prevent blindness and restore sight. We continue to carry on the legacy of Professor Fred Hollows, who believed every person had the right to quality eye care, no matter where they live. The Foundation is known around the world as an organisation that works with purpose and determination. With a reputation for excellence, we are well known for making change happen.

The Foundation has grown to work in more than 25+ countries throughout Africa, South Asia, Southeast Asia, the Middle East and the Pacific, as well as Australia. The Foundation has restored sight to more than 3 million people worldwide. We have an ambitious five-year strategic plan that aims to take us even closer to realising our vision of a world in which no person is needlessly blind, or vision impaired and Indigenous Australians exercise their right to sight and good health. To find out more about our work, please visit our website <https://www.hollows.org>

THE OPPORTUNITY

The Project Manager, Workforce leads the design, coordination, and delivery of workforce strengthening interventions within the Fred Hollows Foundation Rwanda Program. The role focuses on building a sustainable, equitable, and well-distributed eye health workforce, aligned with national priorities and health system needs.

The role is accountable for delivering the project on time, within budget, and to quality standards, while embedding equity, inclusion, safeguarding, and sustainability across all workforce initiatives.

KEY RESPONSIBILITIES

- Lead the design, refinement, and coordinated implementation of eye health workforce interventions aligned with national strategies and priorities.
- Strengthen pre-service and in-service training systems through support to faculty development, training site infrastructure and equipment, mentorship models, and continuous professional development.
- Support targeted capacity development to strengthen leadership and research skills among eye health faculty and residents, enhancing training and service delivery quality.
- Work closely with the Ministry of Health, academic institutions, training sites, and partners to ensure shared delivery and strong local ownership.
- Facilitate local, regional, and international professional networks, and technical collaboration to strengthen eye health training, mentorship and continuous professional development systems.
- Champion policies, financing frameworks, and partner commitments that enable equitable deployment, supportive working conditions, and retention of eye health personnel.
- Promote a locally led workforce development agenda by convening stakeholders, strengthening accountability mechanisms, and mobilizing support beyond project timelines.
- Develop, refine and manage integrated workplans that translate strategy into deliverable activities, milestones, and clear accountabilities for implementing partners.

- Track activity-level budgets against approved workplans in collaboration with Finance, ensuring timely forecasting, documentation, and value for money.
- Work closely with MERL to track workforce milestones, outputs, and outcomes against agreed indicators.
- Prepare clear, timely, and accurate donor and management reports, capturing progress, lessons learned, risks, and recommended next steps.
- Model collaborative, systems-oriented, and human centered leadership that enables effective partnership delivery.
- Promote safe, respectful, inclusive, and accountable environments for partners, participants, and communities
- Uphold safeguarding standards across all project activities, relationships, and implementation settings.

WHAT YOU'LL NEED TO SUCCEED

- Bachelor's degree in project management, public health, international development, health sciences, social sciences, or a related field, or equivalent professional experience. Master's Degree would be a plus.
- 5–7 years' experience managing or coordinating complex projects within international development, humanitarian, or public health programmes.
- Proven experience delivering donor-funded projects, including adherence to agreed outputs, timelines, budgets, and reporting requirements.
- Demonstrated experience coordinating multi-stakeholder partnerships, including government ministries, academic and training institutions, NGOs, and technical partners.
- Hands-on experience managing projects, workplans, milestones, risks, and dependencies across multiple workstreams.
- Experience supporting or overseeing training, workforce development, capacity strengthening, or systems-strengthening interventions.
- Strong project management skills, including planning, coordination, risk management, and quality assurance.
- Excellent stakeholder engagement and coordination skills, with the ability to work across institutions and cultures.
- Strong organisational and prioritisation skills, managing multiple activities and deadlines simultaneously.
- Strong communication skills, both written and verbal, including reporting and facilitation.
- Problem-solving mindset with the ability to manage uncertainty, complexity, and changing priorities.
- Strong collaborative leadership style, able to influence without authority.
- Sound judgement and decision-making, particularly in safeguarding, compliance, and risk scenarios.
- Ability to work independently while remaining aligned with programme and organisational objectives.

How we recognise your contribution

Through our internal programs and employee benefits we aim to create an environment where you will feel supported and empowered. Whether your focus is on continuous learning, professional

development or finding an environment which enables you to thrive while balancing family or personal commitments, we have a range of programs in place to support you.

[To find out more about our benefits click here](#)

APPLICATIONS

Please apply directly using the "Apply" button. Your application should include a CV and, preferably, a cover letter that outlines your interest in the role and addresses the key criteria listed in the "Key Responsibilities", and "What you need to succeed" sections of the advertisement.

Applications Close: 11 May 2026

The Fred Hollows Foundation is committed to protecting the rights of children and community partners in all areas where we work. Applicants are advised that The Foundation reserves the right to conduct police checks, and other screening procedures to ensure we maintain and promote a child safe environment, as well as to protect The Foundations reputation and values. In addition, The Foundation reserves the right to verify qualifications and credentials of applicants as part of our recruitment and screening processes.

Please be advised:

1. Fred Hollows Foundation will never ask for a fee during any stage of the recruitment process.
2. All active roles are advertised directly on our website [here](#).
3. Please note we will not be accepting CVs via agencies for this role.