



Request for expression of interest: Supporting the development and delivering of soft skills training to engineering professionals in Rwanda

1. Introduction and Background

Engineers Against Poverty is a UK registered focused on engineering, infrastructure and development. It is supporting the Institution of Engineers Rwanda (IER) to deliver a training programme that improves the soft skills of its members with financial support from the Royal Academy of Engineering's Africa Catalyst programme.

IER is learned society of engineering professionals established by the act of parliament No. 26/2012 of 29th June 2012 to regulate, promote and develop engineering profession and best practice for sustainable development of Rwanda. The Institution serves as a tool to achieve targeted goals as well as serve as a forum for harmonization of engineering services benchmarked on the international standards and best practices in the country, the East African Community and the world at large. While executing their professional assignments, members of the IER especially young graduates often need to improve their soft skills to enhance their employment prospects.

EAP is looking for a UK based engineer who is highly experienced in managing the continuing professional development of graduate engineers to support IER to develop and deliver this programme.

2. Training objectives and outputs

The main objectives of this training programme are to:

- a. Enhance communication skills, including written and oral communication, active listening, and presentation skills.
- b. Develop teamwork and collaboration abilities, including conflict resolution, negotiation, and consensus-building.
- c. Cultivate leadership and management skills, including time management, decision-making, and delegation.
- d. Foster adaptability, creativity, and problem-solving skills to enhance innovation and address complex challenges.
- e. Promote interpersonal skills, emotional intelligence, and cultural sensitivity to build effective relationships in diverse work environments.

The 5 day training programme will be delivered three times over the next 12 months with the first programme due to be delivered in May 2024. It will be principally developed and delivered by a Rwandan based consultant with experience of recruiting in the engineering sector. IER are in the process of recruiting consultant to develop and deliver the programme.

3. Role of the expert

The expert will be expected to provide support and advice as follows:

- a. Participate in on-line meetings with IER and the training provider, giving advice on the development of the course content and materials.
- b. Provide written comments as the training content and materials are developed.
- c. Participate in the first training programme in Rwanda offering support and advice to the training provider.
- d. Provide feedback on the first training programme and support the training provider to improve the training content and materials.
- e. Review the outcomes of each of the following training programmes with the training provider.



- f. Participate in at least one of the subsequent training programmes to identify how and where improvements have been made.
- g. Support EAP and IER to develop a monitoring and evaluation framework that helps to capture the results and impact of the training programme.
- h. Review and comment on a short EAP evaluation report summarizing the results and impacts of the training programme.

4. Expression of interest

The consultant should demonstrate the following qualifications and competences:

- a. In-depth understanding of professional practices graduates' attributes benchmarked at the Internationally recognized accords such as Washington, Sydney and Dublin for Engineers, Technologists and Technicians respectively.
- b. In-depth understanding of engineering competence-based standards for graduates professional competences assessment and evaluation.
- c. In-depth knowledge and understanding of the engineering industry and the specific soft skills required for success in this sector.
- d. Proven experience in delivering soft skills training programs to engineering professionals.
- e. Excellent communication and presentation skills.
- f. Ability to tailor training to meet specific participant needs.
- g. Familiarity with assessment and evaluation methods to measure engineering professional competences.

5. Expression of interest submission

Interested experts should submit a two-page CV and a covering letter by email by **10am GMT, Tuesday 12 March 2024** summarizing their interest in the role, relevant experience and how they would approach providing this support to John Hawkins, EAP Programme Director at j.hawkins@engineersagainstopoverty.org and Steven Sabiti, IER Executive Secretary/Chief Executive Officer at steven.sabiti@engineersrwanda. The expression of interest will be evaluated based on the following criteria:

- a. Understanding of graduates' engineering professional competences attributes based on international best practices and standards.
- b. Experience in delivering soft skills training to engineering professionals.
- c. Their approach to providing support
- d. Qualifications and expertise of the expert.
- e. A member of a UK professional engineering body.

6. Budget

The expert will be paid an honorarium of £8,000 plus travel expenses for providing this support. Payments will be made in accordance with the agreed terms and upon satisfactory completion of deliverables.

7. Confidentiality

The consultant shall treat all information obtained during the training program as confidential and shall not disclose such information without prior written consent from the Institution of Engineers Rwanda.