

Background:

Good Neighbors International (GNI) is an international humanitarian and developmental organization in general consultation status with UN ECOSOC operating in over 50 countries around the world. GNI in Rwanda is legally registered and has endeavored to improve Education, Health, WASH Food Security and Nutrition, Child Rights and Protection, Economic Empowerment, Inclusive Communities, Sustainable Environment and Humanitarian Assistance in 20 districts (Gasabo, Kicukiro, Nyarugenge, Kamonyi, Gisagara, Nyamagabe, Nyaruguru, Bugesera, Rwamagana, Kayonza, Ngoma, Kirehe, Gatsibo, Nyagatare, Gicumbi, Rulindo, Musanze, Burere and Gakenke).

Good Neighbors International Rwanda is seeking a dynamic and committed professional to join our team as a WASH/Health Project Coordinator. This role is central to implementing impactful Health and WASH initiatives, while also strengthening youth education in Sexual and Reproductive Health (SRH) and Menstrual Hygiene Management (MHM).

1. WASH/Health Project Coordinator 1 (Location: GNI Head Office, Kigali – Rwanda)**Key Tasks and Responsibilities:**

- a) Actively participate in the planning, design, and operationalization of WASH/Health project activities, including the development of annual work plans, logical frameworks, budgets, and procurement plans in alignment with GNI's Annual Plan and donor requirements.
- b) Support the field-level implementation of WASH projects, including sanitation facilities and hygiene promotion activities, as well as community health interventions, ensuring quality, timeliness, and adherence to technical and national standards.
- c) Conduct systematic and regular field visits to all project sites to supervise activity implementation, assess progress against planned targets, troubleshoot operational challenges, and ensure accountability to project beneficiaries and communities.
- d) Mobilize communities and strengthen the organizational and technical capacity of Water Users' Committees, Health Clubs, Parent-Teacher Associations (PTAs), and Community Health Workers on WASH system management, health promotion, SRH, and Menstrual Hygiene Management (MHM) practices.
- e) Design and implement youth-centered Sexual and Reproductive Health (SRH) and Menstrual Hygiene Management (MHM) awareness and training programs in schools and communities, integrating gender-responsive, inclusive, and rights-based approaches throughout all stages of delivery.
- f) Coordinate closely with district authorities, health facilities, local government structures, schools, and sector-level stakeholders to ensure complementary and integrated delivery of WASH and Health services across all GNI intervention areas.
- g) Represent GNI in WASH and Health sector coordination platforms, inter-agency meetings, and technical working groups at sector and district levels, ensuring organizational visibility and effective sharing of programmatic results and lessons learned.
- h) Monitor project implementation rigorously against approved work plans, budgets, and performance indicators; document achievements, challenges, and lessons learned; and propose timely corrective actions to the Operations Department Manager to maintain project performance on track.
- i) Prepare and submit accurate, comprehensive, and timely project reports (weekly, monthly, quarterly, and annual) to the Operations Department Manager, encompassing field data, activity updates, beneficiary statistics, case studies, and financial accountability documentation.

- j) Support the preparation and tracking of project budgets, ensuring transparent and cost-effective utilization of resources; maintain accurate financial accountability records including expenditure summaries, receipts, and asset registers in full compliance with GNI's financial management procedures.
- k) Contribute to the development of new project proposals, concept notes, and funding applications by providing evidence-based technical inputs on WASH/Health needs, community assessments, intervention strategies, and results frameworks.
- l) Maintain comprehensive and well-organized project records, databases, and documentation systems, including contracts, beneficiary data, site visit reports, and photographic evidence, in line with GNI's information management and confidentiality standards.
- m) Perform any other duties as assigned by the supervisor that are consistent with the responsibilities of the post and the evolving priorities of the organization.

Required Qualifications and Experience:

1. Bachelor's degree in Social Sciences, Public Health, Environmental Health or a related field.
2. Background or training in nursing, SRH, or MHM is a strong advantage.
3. Experience working in WASH, Health, SRH, or community-based development projects, preferably with youth.
4. Strong reporting, coordination, and communication skills.
5. Willingness to conduct frequent field visits and work with community structures.
6. High level of integrity, teamwork, and commitment to child protection principles.
7. Minimum 5 years of professional experience including 3 years in related field

How to Apply

- All interested candidates, who meet the above requirements, kindly submit the CV as follow;

- 1) Kindly download and fill in the attached '**GNI Application form**'



GNI Application
format_WASH project

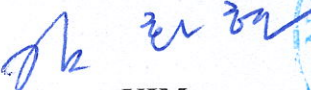
- 2) Kindly rename and save the file as '**Name, Position**'

3) Kindly submit the CV, and GNI Application form well filled through email:
hr.gnr@goodneighbors.org on 28th June, 2026 not later than 23:59 pm.

- Only shortlisted candidates will be contacted.

- Good Neighbors International has a zero-tolerance approach to any harm or sexual exploitation and abuse against any beneficiaries (or program participants). Safeguarding and Protection from Sexual Exploitation and Abuse (PSEA) is everyone's shared responsibility and all GN employees and partners are required to adhere to GN's Code of Conduct both during and outside working hours. Familiarization with and adherence to the GN Safeguarding Policy and Code of Conduct is an essential requirement of all employees and partners, in addition to related mandatory training. All applicants interested to work with GNI must ensure that they understand and act in accordance with this clause.

Done at Kigali on 16th June 2026.


Hwahyun KIM
Country Representative
Good Neighbors International

