RDIS
Rural Development Inter-Diocesan Service
A Holy Soul in a Healthy Body
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_____Legal Personality No 13/RGB/NGO/2015 of 12/08/2015_____

VACANCY ANNOUNCEMENT

Assistant Head of Environmental Care and Disaster Risk Reduction

Following the resolution of the RDIS Board of Directors meeting held in Huye on 15 October 2026, Rural Development Inter-diocesan Service (RDIS) invites applications from qualified candidates for the position of Assistant Head of Environmental Care and Disaster Risk Reduction.

Qualifications and Requirements

Applicants must meet the following requirements:

1. Be a Rwandan national.
2. Hold a master's degree in one of the following fields:

a. Environmental Management
b. Environmental Science
c. Environmental Studies
d. Environmental Sustainability or Sustainability Studies
e. Environmental Economics
f. Ecology and Conservation Biology
g. Climate Change Studies
h. Waste Management and Circular Economy
i. Agricultural and Land Management
j. Renewable Energy and Energy Management
k. Environmental Health

3. Have at least three years of relevant professional experience with a recognized public institution, local organization, or civil society organization.
4. Demonstrate integrity, sound judgment, professional conduct, capability, and initiative, supported by a recommendation letter from the applicant's church leader.
5. Demonstrate the ability to adapt effectively to new contexts and changing circumstances.
6. Possess a strong spirit of teamwork and demonstrate respect for cultural diversity and the ability to work in intercultural and interdenominational settings.
7. Be available to begin work in early January 2027.
8. Be between 30 and 45 years of age.

Employment Benefits

RDIS offers:

- ✓ A friendly and supportive working environment.
- ✓ An induction programme to familiarize the successful candidate with RDIS policies, procedures, and operations.
- ✓ A competitive salary commensurate with the position and organizational salary structure.
- ✓ Opportunities for professional development through relevant training programmes and workshops.

Recruitment Process

i. Application period: Applications must be submitted by email to office@rdis.org.rw between 5 and 14 November 2026.

ii. Preselection: Applications will be reviewed on 16 November 2026, after which shortlisted candidates will be notified.

iii. Written test and interview: Shortlisted candidates will undertake a written examination and interview on 20 November 2026. Results will be communicated to the candidates on the same day, before they return to their respective locations.

iv. Contracting: The successful candidate will sign the employment contract and receive an appointment letter and salary confirmation letter by 30 December 2026. The candidate will also be required to sign a compliance declaration.

v. Applicants should submit a complete application file, including an application letter, curriculum vitae, copies of academic qualifications, evidence of relevant professional experience, and a recommendation letter from their church leader.

For further information, please contact Mr. NSABIMANA Jean Chrysostome, Director of Administration and Finance at RDIS (0728475271 & 0788475271)

RDIS wishes all applicants every success.



Pastor NTARINDWA Viateur

Executive Director/ RDIS