
Terms of Reference (ToR) for Irrigation Teaching Assistant – YESPAR Project (AMITH)

Position Title: Irrigation Teaching Assistant

Duty Station: Amizero Institute of Technology and Hospitality (AMITH), Kayonza District

Reports to: Irrigation Instructor, AMITH School Manager, and YESPAR Project Manager (RWARRI)

Duration: Six (6) months

Project: Youth Empowerment for Sustainable and Profitable Agriculture in Rwanda (YESPAR)

Submission Link: <https://rwarrims.rwarri.org/observer/quotation-requests/6a844fb7e1693f07dffa46ae/fill>

1. Introduction and Background

Rwanda Rural Rehabilitation Initiative (RWARRI) is a non-governmental organization dedicated to promoting and improving the socio-economic welfare of rural communities in Rwanda. The organization was conceived in 1994 and started implementing its activities in Rwanda in 1995. RWARRI is registered with the Rwanda Governance Board (RGB), a government body tasked with regulating Civil Society Organizations (CSOs), under registration number 023/11. For promoting education, RWARRI initiated a technical and vocational education training (TVET) school named Amizero Institute of Technology and Hospitality (AMITH). This school started operating with the trades of Culinary Art, Hairdressing, Masonry, Tailoring, Welding, and Carpentry.

With the idea of expanding its contribution to the development of rural areas through agriculture and youth employment, RWARRI is partnering with SUYANA Foundation, a Switzerland-based organization whose aim is to support individuals and communities by

enhancing health, education, and livelihood, and fostering local commitment for long-lasting positive impact. This partnership is initiating short courses in agriculture in the trades of Mechanization, Irrigation, and Post-Harvest Handling and Storage, through a project named Shaping the Next Generation of Agriculture, or Youth Empowerment for Sustainable and Profitable Agriculture in Rwanda (YESPAR).

To ensure effective delivery of irrigation courses, in line with the Rwanda TVET Board (RTB) Training Organization Guide (TOG) for Short Courses in Irrigation Technology, RWARRI seeks to recruit an Irrigation Teaching Assistant to support the Irrigation Instructor in both theoretical and practical training activities at AMITH TVET School.

2. Purpose of the Role

The Irrigation Teaching Assistant will assist the Irrigation Instructor in preparing and conducting both theoretical and practical lessons in irrigation technology. The role aims to ensure smooth lesson delivery, effective student supervision, and proper maintenance of training tools, equipment, and workshop facilities.

3. Key Duties and Responsibilities

The Irrigation Teaching Assistant will:

- Support the Irrigation Instructor in lesson preparation, delivery, and assessment in accordance with the Rwanda TVET Board (RTB) Competence-Based Curriculum and AMITH standards.
- Assist in setting up, organizing, and maintaining training materials, models, and tools before and after lessons.

Help with the demonstration of:

- Establishment and installation of surface, drip, and sprinkler irrigation systems
- Operation of surface and pressurized irrigation systems
- Operation and routine maintenance of pumping systems
- Safety practices in the workshop and field operations

- Basic troubleshooting and repair of irrigation equipment
- Supervise and guide students during practical sessions, ensuring proper use of tools and observance of safety rules.
- Assist in monitoring students' attendance, participation, and performance during training.
- Accompany and support students during fieldwork and farm demonstration activities.
- Maintain accurate inventory and records of workshop tools, training materials, and consumables.
- Ensure cleanliness, organization, and safety in the workshop and storage areas.
- Support the preparation of reports, attendance sheets, and assessment results for submission to the Irrigation Instructor.
- Collaborate closely with the Instructor, AMITH staff, and the YESPAR team to ensure high-quality training delivery.
- Carry out any other duties assigned by the Irrigation Instructor, AMITH Director, or YESPAR Project Manager.

4. Qualifications and Competencies

- Bachelors Degree in Irrigation and Drainage, Water Engineering, or a related technical field.
- At least one (1) year of hands-on experience in irrigation system installation, operation, repair, or training assistance.
- Practical knowledge of surface, drip, and sprinkler irrigation systems and small irrigation pumping equipment.
- Basic skills in workshop organization, equipment handling, and preventive maintenance.
- Good communication and teamwork abilities.
- Strong work ethic, punctuality, and attention to safety standards.
- Ability to guide and support trainees in practical sessions.

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5. Duration and Reporting

This is a Six (6)-month contractual position. The Irrigation Teaching Assistant will report directly to the Irrigation Instructor and work in close collaboration with the AMITH School Manager and the YESPAR Project Manager. Improved practical competence of students in irrigation technology; regular progress reports and student performance assessments. Properly managed and maintained training tools and equipment.

6. Expected Outputs

- Well-organized and prepared training materials and workshop setups.
- Efficient support during both theoretical and practical sessions.
- Safe and clean workshop and field training environment.
- Timely submission of student attendance, performance, and activity reports.
- Improved student learning experience and skill acquisition.

7. Evaluation and Application Requirements

Candidates will be evaluated based on their academic qualifications, relevant experience, and demonstrated practical skills in irrigation technology.

Interested applicants are required to submit the following documents:

- A detailed Curriculum Vitae (CV)
- A cover letter explaining their motivation and suitability for the position
- A copy of the highest academic diploma

Only shortlisted candidates will be contacted for the written exams and interviews.

Done on 21st August 2026

RWARRI's Executive Director

UWIZEYE Belange

