

Welcome!

Thank you for your interest in joining us!

Rafiki wa Maendeleo Trust (RWMT) is a charitable organization that works to empower communities to create positive change in Rarieda, a rural area of Siaya County in Western Kenya. Nearly 60% of the population in this area live below the poverty line and only 18% of the population have finished high school.

We dream of people believing in themselves and working together to build a vibrant and progressive community. To achieve this, we run community programs under RWMT and offer vocational trainings at Rarieda Training & Resource Centre (RTRC).

Under www.rafikiwamaendeleo.org you can find a lot more information incl. our annual reports.

Over the coming weeks, our recruitment partner, Edge Performance Limited, will be conducting initial screening of candidates and we thank you in advance for co-operating with them.

Below is a detailed outline of the process ahead.



Growing the Team

We recently brought in senior management team members to enhance, drive, and grow the organization in alignment with our strategic targets. We are now actively recruiting an Executive Director, as our founder is transitioning to the Board.

We are bringing in high-energy, high-performing people who hold themselves and their team members to the highest standards. To thrive here, you will need to be 100% focused on the needs of the community and comfortable with the inherent challenges and agility of an evolving community organization.

The effective and careful recruitment of a new ED takes time and talent to execute. We appreciate your interest, effort, and commitment to our process.

Our Promise to You

As we go through this journey, we encourage you to be honest and open with us about your talents and interests. We promise that we will evaluate you fairly, honestly and without discrimination. We will make time for your questions as the process progresses, so that you can get to know us as well! If you're not the right fit for a role, we will provide you with constructive feedback – if you'd like.

The Process

After each stage, successful candidates will progress onwards, all others will be notified.

Stage 1 – Sourcing Candidates and Shortlisting

Interested? You will apply by filling the application form and submitting your CV. We are open to clarifying any questions you may have at this stage.

Stage 2 – Skills and Approach (Electronic Online Test and Work Samples)

We will ask you to submit past work samples you have created in previous leadership roles for us to understand your relevant skills better. We will treat them confidentially of course.

We would like to hear more about your leadership experience and will ask you to record a brief video.

We also have an online surveys for you, which we think you will enjoy because it is designed for self-discovery!

Stage 3 – edge interview

edge will contact you to schedule an in-person interview (or via video conferencing on Skype if you can't make it to Nairobi). This will be targeted at identifying the right candidates for the specific roles after having narrowed down the skills, competencies and alignment with each position. At this stage, you should be able to demonstrate a strong understanding of your specific role as we will dig deeper and aim to gain further clarity on your profile in person.

Stage 4 – Rafiki wa Maendeleo Trust Interview in Nairobi

You will meet Michele, the Founder and current Executive Director in Nairobi. In preparation for the interview you will prepare a simple strategy which you two will discuss further in conversation.

Stage 5 – Rafiki wa Maendeleo Trust Visit (Rarieda)

By spending at least two days and night on our campus you will get the chance to interact with our programs, the team, the community and see our offices and environment. We will create the opportunity for you to interact with the team to explore a specific challenge. We would love you to imagine yourself in the role during your visit and compile your thoughts and recommendations afterwards.

Stage 6 – Board Interviews

The finalists will have a series of interviews with Michele and other Trustees either in person or on Skype to evaluate the final nuance, approach, and cohesion of candidate to be hired. This will be the last step in the process and gives you a chance to feel confident with your choice of joining our organization and committing a part of your career and life to our cause.

In addition reference calls will be made and letters reviewed as a matter of due diligence.

Communication:

For any questions, please reach out to Fabianna via fabianna@edgeperformance.co.ke