



BACKGROUND

The Green City Kigali (GCK) is an initiative led by the Government of Rwanda, aimed at addressing environmental and urban challenges through innovative models towards Green Urbanisation. The Green City Kigali Company (GCKC), a special purpose vehicle established by the Rwanda Green Fund (Majority Shareholder) and RSSB (Minority Shareholder), is implementing the project.

Covering a designated 600-hectare area on Kinyinya Hill, the project aligns with the City of Kigali Master Plan 2050, envisioning an affordable, sustainable urban community for 170,000 to 200,000 residents. The initial phase focuses on a 16-hectare pilot site, planned for 1,700 to 2,000 units through a Public Private Partnership (PPP) with Private Developers. The project is a key component of the Rwandan-German Climate Cooperation, supported by the German government through KfW Development Bank

MANAGER – ARCHITECTURAL DESIGNS

REPORT TO: THE HEAD, TECHNICAL SERVICES

DIRECT REPORTS: Manage staff under unit, extensive national and international collaborations and stakeholder management.

PURPOSE: The role leads and oversees the architectural design process for the GCK pilot project - ensuring the development of innovative, sustainable, and aesthetically pleasing structures that are green and affordable.

KEY RESPONSIBILITIES:

- ➔ **Design Leadership:** You will provide design leadership and direction to the architectural team; guide the development of architectural concepts, plans, and specifications as well as ensure that the architectural designs align with GCKC's vision, sustainability goals, and regulatory requirements. Additionally, you will foster a culture of creativity, innovation, and excellence in architectural design.
- ➔ **Project Planning and Coordination:** You will collaborate with cross-functional teams, including engineers, construction managers, and sustainability experts, to develop integrated project plans; coordinate and manage architectural design activities throughout the project lifecycle, ensuring timely and accurate deliverables; and participate in project meetings, providing architectural expertise and insights to support decision-making.
- ➔ **Sustainable Design and Green Building Practices:** You will incorporate sustainable design principles and green building practices into architectural designs by considering energy efficiency, materials selection, waste management, and environmental impact. You will also stay updated on emerging trends and technologies in sustainable architecture, integrating innovative solutions into design concepts; and collaborate with sustainability experts to achieve green building certifications as well as optimize the environmental performance of GCKC's projects.



- ➔ **Design Standards and Quality Assurance:** You will establish and enforce architectural design standards by ensuring consistency, quality, and compliance with applicable codes and regulations. You will also review and evaluate architectural drawings, specifications, and documentations to verify accuracy, completeness, and adherence to design requirements. Additionally, you will conduct design reviews and audits to identify potential design issues, risks, and opportunities for improvement.
- ➔ **Stakeholder Engagement and Collaboration:** You will engage with internal and external stakeholders, including project teams, contractors, clients, and regulatory authorities, to understand design requirements, address concerns, and ensure alignment. You will also collaborate with other design professionals, such as landscape architects and interior designers, to create holistic and cohesive design solutions as well as present and communicate architectural designs effectively to stakeholders to facilitate clear understanding and buy-in.
- ➔ **Technical Expertise and Research:** You will stay abreast of industry trends, emerging technologies, and best practices in architectural design as well as conduct research and analysis to identify innovative design approaches, materials, and construction techniques. Additionally, you will provide technical expertise and guidance on architectural design matters, resolving design-related challenges and optimizing project outcomes.
- ➔ **Budget and Resource Management:** You will manage architectural design budgets, ensure effective utilization of resources and adherence to financial constraints as well as coordinate with procurement teams to source and select vendors, suppliers, and consultants for architectural design services. Additionally, you will monitor and track project expenses related to architectural design activities, provide regular updates and cost analysis insights.
- ➔ **Documentation and Reporting:** You will prepare and maintain comprehensive architectural design documentation, including drawings, specifications, and design rationale. Based on the last point, you will generate design reports, presentations, and visualizations to communicate design concepts, progress, and outcomes as well as ensure accurate and timely reporting to project stakeholders and management.
- ➔ **Construction Permits:** You are expected to collaborate and support the consultants or the contractors to obtain the relevant statutory approvals. This includes understanding and interpreting the applicable design standards and codes.
- ➔ **Participate in the Construction Administration:** You shall play a crucial role in the construction phase, overseeing and coordinating with construction teams to ensure the implementation of design intent. You will also coordinate and manage all requests for information (RFIs) and handle design-related issues during construction.
- ➔ **Risk Management:** You are expected to make prompt identification of project design risks and initiate actions to mitigate them. You are expected to play a role in identifying and mitigating potential risks associated with architectural design, ensuring projects are delivered on time and within budget.
- ➔ **Innovation and Design Research:** architect You shall foster innovation in architectural design and conducting ongoing research to incorporate the latest trends and technologies to achieve national and international sustainability goals (Circular Economy, SDGs).

KEY COMPETENCES:

- ➔ **Professionalism:** You have proven conceptual, analytical, and evaluative skills as well as the ability to conduct independent reviews and identify issues; formulate options, arrive at conclusions and make sound decisions. You also have an in-depth grasp of management principles and practices with sound knowledge and command of budget development, and resource control. Besides that, you have a strategic outlook with attention to accuracy and details.



- ➔ **Leadership and Teamwork:** You have strong managerial and supervisory skills as well as tact and negotiating skills, good judgment and decision-making skills. You also have an innovative and technical leadership profile. Lastly, you have the ability to perform and/or oversee the analysis of complex policy and program; ability to get decisions timely executed in a collaborative environment; the ability to develop and maintain effective work relationships with stakeholders (internal and external); strong interpersonal skills and the ability to establish and maintain effective working relations with people with sensitivity and respect for diversity.
- ➔ **Performance Management:** You have the ability to establish priorities, plan and encourage performance as well as coordinate and monitor work of others, delegate appropriate responsibility, be accountable and exercise decision-making appropriately.
- ➔ **Technological Awareness:** You have excellent computer skills, including proficiency in Microsoft Office products and complex computerized financial systems, including modeling skills and system project management skills.
- ➔ **Communications:** You have proven ability to write in a clear and concise manner and effective oral communication skills as well as skills in French and English.

REQUIREMENTS:

➔ Academic Requirement:

- A post graduate degree in architectural design and management sciences, urban planning and development
- A professional qualification such as Green Building Certification or Project Management Professional (PMP)[®] or PRINCE other relevant certifications.

➔ Professional Requirement:

- A minimum of 6 years of experience in sustainable and Green Building project design and/or development
- Member of the Rwanda Institute of Architects
- Proven experience in the use of CAD software such as AutoCAD, Revit or SketchUp is required.
- Proven experience in urban planning and development projects is an asset.
- Directed or supervised at least 3 successfully secured construction permit applications of Medium to large real estate development projects (Residential or Commercial or Mixed Use)
- You have experience in managing and interacting with government officials, the private sectors and community engagement
- You have sound knowledge of safeguards, social policies, gender and social inclusion, climate resilient practices and national institutions.
- Proven experience of use of Building Information Modeling (BIM) system will be preferred.



APPLY BEFORE
21 FEB 2024

APPLY ► <https://greencitykigali.org/gckc/>

