

TERMS OF REFERENCES

Team Leader – Consulting services for “Consultancy services for the feasibility study and pre-operationalization of Housing solutions and provision of technical assistance for their implementation”

SKAT Consulting Ltd. is looking for a Team Leader experienced in Social and Affordable Rental Housing investment and management to provide “Consultancy services for the feasibility study and pre-operationalization of Housing solutions and provision of technical assistance for their implementation”.

The project is funded by Agence française de développement (AFD) and implemented by the City of Kigali. These consulting services are currently under **tender**.

SKAT (www.skat.ch) is a Swiss consulting company with more than 45 years of track record of successful, high-impact actions and partnerships, adding value to companies, organizations, and government agencies at home and abroad. We are renowned as an independent resource centre and consultancy working in the fields of development cooperation and humanitarian aid, covering four main topics: Building, Water, Governance and Energy & Climate. We have strong experience in supporting and implementing development interventions, such as the SDC-funded “Promoting Climate Responsive Building Material Production and Off-farm Employment in the Great Lakes Region” (PROECCO) project in Rwanda. We are leading a strong partnership of actors and are in an excellent position to bid for the programme.

Project summary: Kigali Informal Settlement Upgrading Project (KISUP) is a project implemented by the City of Kigali and financed by the French Development Agency (AFD) and the European Union to support the implementation of the Government of Rwanda (GoR) strategy on informal settlement upgrading.

The principles of intervention are to support in-situ rehabilitation through an integrated approach, to enhance the sustainability of the project with a strong participatory approach and to test new solutions to improve social inclusion and climate resilience. The general objective of the project is to improve the living conditions of Kigali residents in informal settlements and maintain low-income households in upgraded areas.

The specific objectives are to (i) improve access to inclusive, resilient and safe infrastructure and social services for all residents of Kagugu, Rwezamenyo and Nyakabanda ; (ii) to sustain the capacity of local stakeholders, including the City of Kigali, to implement informal settlement upgrading project in an integrated and resilient manner and (iii) to test and evaluate a legal framework, investment procedures, as well as architectural and technical standards aimed at improving, densifying and building low-income Social and Affordable Rental Housing in currently unplanned settlements.

Duty station and contract duration

- On-site or off-site (to be confirmed)
- 80-100%
- Duration: 12 months (optional: additional 12 months for techn. assistance phase)

Tasks of the Team Leader

Under the responsibility of the CoK SPIU-KISUP team and the Urbanization & Housing Directorate of MININFRA, the Team Leader's main responsibilities shall include:

- Responsible for planning, budgeting and ensuring compliance with regulatory and donor constraints throughout the assignment;
- Develop strategic plans, and coordinate the entire consultant team to ensure timely and quality delivery of all assignment outputs; Communication and coordination with project stakeholders
- Assess the financial viability of housing solutions, taking into account construction costs, potential rental income, government subsidies and other financing sources;
- Guarantee compliance with local regulations regarding land management, construction standards, environmental and social requirements, and building accessibility;
- Integration of sustainable practices and technological innovations in terms of energy efficiency, waste management, and other environmental consideration

Specifically, Team Leader's tasks are, but not limited to the following:

1. Study the project documents and prepare an Inception Report with a proposed methodology and action plan.
2. Lead the feasibility review of the two retained housing solutions (Solution 2: in-situ rehabilitation/densification of backyard housing; Solution 3: multi-storey construction through land pooling), coordinating all team experts to produce the required legal, financial and technical deliverables.
3. Oversee the pre-operational planning for both solutions: identification of pilot intervention sites, inventory and needs assessments, grant allocation criteria for landlords, tenant identification and selection processes, and ensure compliance with the Kigali Master Plan and National Building Code.
4. Lead and supervise the implementation of the Solution 2 prototype, including the preparation of all operational, financial and legal tools, and provide an objective assessment of results to improve tools and processes for scale-up.
5. Support the procurement of the implementing partner for the Housing Component (Solution 2), including preparation of tender documents, Terms of Reference, BoQs and proposal analysis, until contract award.
6. Ensure integration of Nature-Based Solutions (NBS) into the housing component and integrate environmental and social (E&S) safeguards in compliance with both national requirements and AFD guidelines throughout the assignment.
7. Establishment of communication mechanisms with the Project Owner, the donors and all relevant Ministries, Units and Departments; Participation in coordination and exchange sessions with the Programs and International Agencies involved in the sector.

Required Expertise and Qualification

1. Master's degree in Economics, Business Management, Housing Management and Development, or Real Estate Management, with a minimum of 10 years of overall professional experience.
2. Proven 7 years of experience in Social Rental Housing investment subsidized by public entities and/or financed by international agencies (AFD, World Bank, EU or equivalent).
3. Proven 7 years of experience in setting up and managing Public Private Partnerships (PPP).
4. Experience as Team Leader on at least 4 previous projects of comparable scale and content, demonstrating mastery of communication with public institutions and negotiation with the private sector.
5. Knowledge of the East African context and experience working in Rwanda or similar Sub-Saharan African urban environments is a strong asset.
6. Fluency in written and spoken English is mandatory.
7. Available starting from **July 2026**

We offer attractive remuneration and working conditions as part of SKAT's dedicated and dynamic team.

Application: Please send your application, including a CV highlighting the experience relevant for the assignment, by email and with the subject "**Application team leader (KISUP)**" to jobs@skat.ch as soon as possible, but **latest on 06.05.2026**.

Further information about the project can be obtained from fabienne.hugi@skat.ch.