



## Kenya National Commission on Human Rights

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### VACANCY

The Kenya National Commission on Human Rights (KNCHR) is an independent National Human Rights Institution created by Article 59 of the Constitution of Kenya 2010 and established by the Government of Kenya through an Act of Parliament (the Kenya National Commission on Human Rights Act, 2011) and under the United Nations Paris Principles. KNCHR's mandate includes furthering the protection and promotion of human rights in Kenya, acting as a watchdog over the Government in the area of human rights, and the provision of Leadership in moving the country towards a human rights state. KNCHR fulfils its human rights mandate through a number of programmes, including Research and Compliance, Public Education and Training, Complaints and Investigations, Redress and Economic, Social and Cultural Rights. The Commission's main office is in Nairobi with four regional offices in Wajir, Kitale, Mombasa and Kisumu. Officers may serve in the Head Office or in any of the regional offices.

KNCHR hereby invites applications for the following position in its head office:

#### SENIOR HUMAN RIGHTS OFFICER IN REFORMS AND ACCOUNTABILITY

Ref: KNCHR/ADM/SHRO/09/15

Reports to: Head, Reforms and Accountability  
Location: Head Office, with occasional travel  
Duration: Permanent and Pensionable  
Gross Salary: Kshs 205,850

#### Job Objective

To Manage and coordinate implementation of various strategies and interventions aimed at strengthening democratic governance in key government institutions pursuant to Kenya National Commission on Human Rights' mandate

#### Managerial/Supervisory Responsibilities

- Ensure effective implementation of department's programmes
- Carry out policy, legal, institutional analysis and prepare analysis relevant to key programme areas
- Adhere to all commission policies in the implementation of the programme plans

#### Operational Responsibilities / Tasks

- Management of department information and reports
- Assist the Principal Human Rights Officer in planning , project design and implementation of activities within the department
- Effectively utilize the monitoring and evaluation systems and tools to monitor the programmes
- Assist in ensuring synergy and linkages between the department and other programmes
- Participate in budgeting for the department's programmes and assist in management of the department's resources

#### Skills, Experience and Minimum Qualifications

- Masters' degree in Social Sciences from a recognized university.
- Five years' Experience of which one is at a supervisory role
- Certificate in training advocacy , lobbying and project cycle management

Or

- A Bachelor's degree in Social Sciences plus seven years relevant experience with three years in a human rights related field
- Good understanding of human rights and demonstrable solid commitment to social justice.
- Good organizational, writing, interpersonal, communication and analytical skills
- Computer literacy, ability to work in stressful and demanding environments.
- Fluency in spoken and written English and Swahili.

**KNCHR is an equal opportunity employer which offers a competitive remuneration commensurate to qualifications and experience.**

**QUALIFIED FEMALE CANDIDATES AND PERSONS WITH DISABILITY ARE ENCOURAGED TO APPLY.**

All applicants are requested to submit their applications through our post office or by hand delivery, clearly indicating the position and the **Ref No.** on both the cover letter and envelope, together with a detailed C.V, names and telephone contacts of three referees one of whom should be your immediate supervisor in your current employment, to reach us by Friday 6th November, 2015.

The Commission Secretary,  
Kenya National Commission on Human Rights  
Lenana Road, CVS Plaza, 1st Floor  
P. O. Box 74359-00200  
**NAIROBI.**

**Only short listed candidates will be contacted.**