KNCHR hereby invites applications for the following position:

DIRECTOR – RESEARCH, ADVOCACY AND OUTREACH
REF: KNCHR/ADM/ DIRECTOR/14/2018

Reports to: Commission Secretary

Duration: 5 Year Contract (Renewable)

Duty Station: Nairobi with occasional travel

Gross Salary: Kshs. 406,750

Job Purpose
This position is responsible for the provision of leadership, coordination and administration of the Research, Advocacy and Outreach Directorate.

Key Duties and Responsibilities:
a) Oversee formulation of policies, standards, guidelines and procedures for Research, Advocacy and Outreach.
b) Provide strategic leadership and technical advice on Research, Advocacy and Outreach to the Commission.
c) Oversee formulation of strategies for promotion, protection and observance of Human Rights in Public and Private Institutions.
d) Oversee design, implementation and review of programmes intended to raise public awareness and advocacy for Human Rights.

e) Facilitate development, implementation and review of the Commission’s public education and training strategies, programmes and guidelines.

f) Spearhead human rights campaigns to establish credible and effective transitional justice mechanism to address issues of human rights violations.

g) Establish strategies for profiling and promoting realization of Economic, Social and Cultural rights of Kenyan Citizens.

h) Oversee development of a framework for implementation and monitoring of Economic, Social and Cultural rights of Kenyan Citizens.

i) Promoting a culture of transparency and accountability in political processes.

ej) Promoting accountability and respect for Human Rights in the criminal justice system.

k) Promoting a culture of respect to the rule of law in the country.

l) Facilitating research, making recommendations and following up recommendations from advocacy, outreach and research.

m) Reporting on state compliance and obligations of international and regional treaties and conventions.

n) Reviewing proposals on policies and legislations to ensure compliance with Human rights.

o) Preparing periodic reports on Research, Advocacy and Outreach.

p) Planning and budgeting for programmes and activities of the Directorate as well as ensuring prudent utilization of the Directorate’s resources.

q) Building capacity and managing performance of staff in the Directorate.

Skills, Experience and Minimum Qualifications

- Master’s degree in Law, Social sciences or other related fields or related disciplines from a recognized university.
- Twelve (12) years’ experience of which five (5) should be at a senior level with supervisory role in a relevant field.
- Strategic Leadership Development certificate lasting not less than 6 weeks from a recognized institution.
- Experience in conceptualizing and leading research projects.
- Demonstrable knowledge in review of legislation and policy formulation
- Excellent communication, interpersonal and negotiation skills.
- Ability to build and lead cohesive teams.
- Excellent organizational and problem solving skills.
- Knowledge of the project management cycle and public administration.
- Excellent IT skills, with working knowledge for the various packages.
- Meet the requirements of Chapter Six of the Constitution of Kenya.
If you possess the above qualities, please submit your applications manually through the 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, to reach us by 7th January, 2019 to:

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

‘KNCHR does not charge a fee at any stage of its recruitment process. Report any such incidences to KNCHR or to the police
