VACANCY - READVERTISEMENT


The Commission’s main office is in Nairobi with five regional offices in Wajir, Kitale, Mombasa, Kisumu and Laikipia Campus. Officers may serve in the Head Office or in any of the regional offices.

KNCHR hereby invites applications for the following position:

1. HUMAN RIGHTS OFFICER II – COAST REGIONAL OFFICE

REF: KNCHR/ADM/HRO/15/2017

Reports to: The Regional Coordinator
Location: Mombasa with occasional travel
Duration: Permanent and Pensionable
Gross Salary: Kshs. 100,250

Job purpose
This position is responsible for the provision of legal support services and the implementation of region specific best practices that contribute to the realization of Human Rights within the same. This role is to pursue redress for human rights violations in the commission’s regional offices to reinforce programs and practices that support the advancement of Human Rights programs inclusive of access to justice, devolution, land, citizenship, security, business human rights, minority groups, environmental rights, labour rights, public sector accountability and engaging cultural and traditional institutions to mainstream human rights laws.

**Operational Responsibilities:**

   a) Undertake client screens and inquiries for complaints handling for victims seeking redress for human rights violations to facilitate the justice process and seek favorable outcomes for them.

   b) Analyze case files and make appropriate decisions, determinations and recommendations on complaints that’s have been lodged at the regional office.

   c) Provide legal advice to clients in Human Rights Related court cases and disputes through the preparation of sound legal opinions on complaints brought forward beyond arbitration.

   d) Participate in field investigations and legal research in response to Human Rights violation cases noted or reported to the regional office to determine the way forward in pursuit of justice for the complainants.

   e) Offer legal counsel to inform complainants on the law with regard to possible human rights violations to equip them on next steps and options available to them to mitigate said situations.

   f) Refer complaints that fall outside the mandate of the commission to appropriate agencies for resolution as a way to assist them despite being outside the service parameters of the commission.

   g) Prepare reminders and acknowledgements to keep the complainants informed on the status of the complaints they have lodged on Human Rights violations at the regional office.

**Skills, Experience and Minimum Qualifications**

- Bachelor’s degree in law from a recognized university
- Be admitted as an Advocate of the High Court of Kenya
- At least 1 year of relevant service in a comparable position from a reputable organization.
- Good understanding of human rights and other relevant laws.
- Good research skills.
- Good communication, listening and client management skills.
- Computer literacy.

*Please note that it is a criminal offence to provide false information and documents in the application.*

*Only short listed candidates will be contacted.*

*KNCHR is an equal opportunity employer which offers a competitive remuneration commensurate to qualifications and experience. Qualified female candidates and Persons with Disabilities are encouraged to apply.*

*Those who had earlier applied for the above position need not re-apply.*
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 Friday 7th July, 2017 to:

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

NAIROBI.