VACANCY

The Kenya National Commission on Human Rights (KNCHR) is a Constitutional Commission established under Article 59 and Chapter 15 of the Constitution of Kenya 2010, and operationalized by the Kenya National Commission on Human Rights Act, 2011(Revised 2012) and the UN Paris Principles. KNCHR’s mandate is to develop a culture of human rights through the promotion and protection of human rights and freedoms in the Republic of Kenya. KNCHR’s role is to advise, audit and watchdog both government and private institutions on human rights and freedoms compliance. KNCHR operationalizes its human rights mandate through; Research and Compliance, Public Education and Training, Reforms and Accountability, Complaints and Investigations, Redress, and Economic, Social and Cultural Rights Programmes. KNCHR headquarter is situated in Nairobi City County with five regional offices located in Wajir, Kitale, Mombasa, Kisumu and Laikipia Campus. All officers may serve in any of these locations.

KNCHR hereby invites applications for the following position:

HUMAN RIGHTS OFFICER II–REDRESS
REF: KNCHR/ADM/HRO /03/2018

Reports to: Principal Human Rights Officer –Redress
Location: Nairobi with occasional travel
Duration: Permanent and Pensionable
Gross Salary: Kshs. 100,250

Job purpose
This position is responsible for the support to upper management with redress and legal services for petitioners for human rights violations as per the mandate of the Commission to protect human rights in Kenya.

Operational Responsibilities:
a) Assist in the analysis of petitions and advice the department on the appropriate redress mechanisms to be applied to ensure timely resolution of complaints as per the mandate of the commission.

b) Assist in legal research on human rights violation cases and come up with an opinion to determine the way forward in the pursuit of justice/redress for the petitioners.

c) Facilitate the commission in the application of Alternative Dispute Resolution (ADR) mechanisms in redress of human rights issues to expedite redress as per the mandate of the commission.

d) Represent the Commission and petitioners in court to facilitate redress as per the mandate of the Commission.

e) Assist in the implementation of reform strategies and interventions that result in timely resolution of human rights violation cases as per the mandate of the Commission.

f) Represent the commission in various meetings and forums pertaining to human rights violations and advocate for redress as per the mandate of the Commission.

gh) Assist in the analysis, review and drafting of legal documents, legal opinions and pleadings for filing in court.

h) Any other related duties as may from time to time be assigned.

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

Shortlisted candidates will be required to submit copies of clearance certificates from the following institutions:

- Kenya Revenue Authority (KRA)
- Criminal Investigations Department (CID)
- Higher Education Loans Board (HELB)
- Ethics and Anti-Corruption Commission (EACC)
- Credit Reference Bureau (CRB)

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

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.

Only shortlisted candidates will be contacted.

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 Tuesday 20th February 2018 to:

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