
The KNCHR Internship Programme is designed to achieve the following objectives:

1. To provide a framework by which students from diverse academic backgrounds are assigned to the Commission where their educational experience can be enhanced through practical assignments thus giving them practical work and educational experience in the unique environment of the Commission.

2. To expose interns to the work of the National Commission thereby giving them an in-depth understanding of the Commission’s mandate, objectives, opportunities and the challenges and; further to enable them gain practical knowledge of the Commission’s inner workings.

3. To provide the Commission with the assistance of qualified students who have specialised in various research and academic disciplines related to different aspects of human rights hence affording it the services of highly qualified people to assist in programmes work thereby contributing substantively to the work of the Commission.

4. To create active supporters and advocates of human rights and through their network, to raise awareness of the work and influence of the Kenya National Commission on Human Rights in the promotion and protection of human rights nationally and internationally.

The KNCHR therefore invites applications from young, versatile, industrious, honest, self-driven, analytical, open-minded, readily available candidates to urgently fill the following internship vacancies.

**Position: Internship (7 Vacancies)**
**Duration:** 12 months
**Duty Station:** Nairobi
Key Duties

- To work closely with Programme heads and staff in order to learn from the work of the Commission in various divisions.
- Assist in Programme/Work plan implementation and assist in running and maintaining various Programmes in KNCHR,
- Any other task that may be assigned by the Programme Officers.

Key Qualifications:

- A Degree from a recognized university in a relevant field as indicated in the break down below.
- Fresh Graduate/Less than one year work / internship experience
- Excellent ICT skills, with working knowledge of the Microsoft Office Tools.
- Must be able to work effectively and independently with minimum supervision.
- Excellent inter-personal and communication skills.
- Proven research, writing and communication capability
- Demonstrable commitment to social justice.
- Fluency in spoken and written English and Swahili.

Breakdown of the Academic Qualifications:

1. Directorate of Legal Services
   a. Redress Division (1 vacancy)
      
      Academic Qualifications:
      - Undergraduate Degree in Law.
      - Post Graduate Diploma in Law

2. Directorate Research Advocacy and Outreach
   a. Public Education and Training Division (1 vacancy)
      
      Academic Qualifications:
      - Degree in Social Sciences in either of the following fields: International Relations, Education, Peace and Conflict Resolution, Law, Human Rights, Development Studies, Sociology, Armed Conflict Peace Studies.

3. Directorate of Corporate Services
   a) Public Affairs and Communication Division (2 vacancies)
      
      Academic Qualification:
      - Degree in Communications, Journalism or Multi Media studies.
      - Post graduate Diploma in Photojournalism, Videography or Graphic design, Journalism, Communications or Marketing will be an added advantage.
      - Proven knowledge of Social Media and Online Platforms.
      - Demonstrable knowledge in Graphic Design, Audio-Visual Production, Videography and Photography will be an added advantage.
      - Demonstrable interest in writing feature stories will be an added advantage.

   b. Information Communication and Technology Division (1 vacancy)
      
      Academic Qualification:
a) Undergraduate degree in Information Technology, Computer Science and other IT relevant courses.

c. Internal Audit Division (1 vacancy)

**Academic Qualifications:**
- Undergraduate degree in Commerce, Economics, Accounting, Finance, Actuarial Science, Education (Mathematics/Business), Business Management.
- CPA Section I

d. Supply Chain Management Division (1 vacancy)

**Academic Qualifications:**
- Undergraduate degree in Social Sciences in: Purchasing/Procurement & Supply Chain Management Finance, Statistics, Economics, Accounting, Education.

For more information about the Directorates, Programmes/Divisions, visit the KNCHR website [www.knchr.org](http://www.knchr.org).

If you possess the above qualifications, please submit your applications manually through the post office or by hand delivery in any of our offices, clearly indicating the position, the directorate and division you are applying to on both the cover letter and envelope, together with a detailed C.V, names and valid contacts of three referees, to reach us by **13th May, 2019** to

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

*Only Applications that reference the Directorate and Division applied to will be considered.*

**KNCHR is an equal opportunity employer and qualified female candidates and Persons with disabilities are encouraged to apply. Only short listed candidates will be contacted.**

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

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