



We are hiring!

ADVERTISEMENT: Programme Manager – Sexual and Reproductive Health and Rights Thematic Area

The Kenya Legal and Ethical Issues Network on HIV & AIDS (KELIN) is a non-governmental organisation that works to promote and protect the constitutional right to health of vulnerable communities, through implementation of projects in the following thematic areas; HIV, TB and Key Populations; Women, Land and Property Rights; Sexual and Reproductive Health and Rights; and Health and Governance.

KELIN is looking to hire a Programme Manager for the Sexual and Reproductive Health and Rights (SRHR) thematic area.

The position will be based in our Nairobi Office. The Manager will be tasked with the growth and strategic direction of the thematic area, and shall work collaboratively with other thematic area managers to ensure inter-thematic synergies and the growth of the organisation. This post requires an experienced, proactive and results oriented person, networker and advocate, to guide the implementation of the existing projects, capacity and systems strengthening, growth, engagement with existing and new partners and resource mobilisation within the thematic area. The candidate must be a strategic thinker with the ability to work through an analytical and logical framework. In addition, the candidate must have excellent interpersonal and communication skills, strong writing skills, community organisational and mobilisation prowess and the ability to facilitate high level consultative processes and mobilise joint actions with other likeminded civil society organizations.

Key Responsibilities

- Lead the conceptualisation of Programs in the SRHR thematic area in line with the Strategic Plan.
- Provide technical and operational guidance and oversight on the implementation and coordination of all the programmes under the SRHR thematic area.
- Analyse laws, bills, regulations, policies and operational frameworks at the International, regional, national, and county levels to identify gaps, and ensure they integrate human rights principles and rights-based approaches.
- Keep abreast with legal developments relevant to the SRHR thematic area.

- Work with the Strategic Litigation Team to undertake public interest litigation to influence policy and provide long term redress on human rights violations relating to SRHR.
- Initiate and participate in different strategic partnerships at the community, county, national, regional and global levels to enhance the respect and protection of SRHR.
- Work with the Deputy Executive Director and other programme Managers to ensure close collaboration with other thematic areas and departments within the organisation.
- Research and write components of larger research being undertaken as it relates to the SRHR thematic area.
- Publish at least one peer-reviewed article per annum on issues of SRHR.
- Fundraise and mobilise resources for the organisation in line with the organisational policy framework.
- Ensure timely submission of progress reports to donors and partners under the SRHR thematic area and any other assigned projects.
- Establish and strengthen a research unit in liaison with the Executive Director.
- Provide strategic guidance to the Executive Director on conceptualization of various programs areas in line with the strategic plan.

Management

- Monitor the optimum and appropriate use of programme resources (financial, human, administrative and other assets) within the SRHR thematic area and verify compliance with organizational rules, regulations and procedures, donor commitments and standards of accountability and integrity.
- Monitor compliance with organisational policies, frameworks and practice within the SRHR thematic area.
- Work with the Deputy Executive Director in regularly monitoring the program budget and ensure that resources are allocated appropriately.
- Manage and mentor all programme staff under the SRHR thematic area by providing practical and innovative ideas on research, writing, advocacy, communications, outreach, and program implementation.
- Work with the Deputy Executive Director and other programme managers in creating and maintaining a healthy work environment at KELIN.

Institutional strengthening

- Prepare, present, and submit quality and timely weekly plans, quarterly and annual reports of the work relating your area of assignment.
- Participate in weekly, quarterly, bi-annual and annual planning & review meetings as organized by KELIN.
- To read, understand, and abide by the KELIN institutional policies.

- To read, understand, and ensure application of the key resource materials for KELIN staff as relates to the thematic areas of KELIN.
- To uphold and ensure compliance with the KELIN core values in the dealings with staff and partners.
- Assist with the recruitment, of programme officers, programme assistants, fellows, interns, volunteers, and pro bono lawyers in line with the thematic area.

Key Competencies and Requirements

- A degree in Law with admission to the Bar in Kenya (preferable). A Master's Degree in law, public health or social sciences will be an added advantage;
- At least three years post graduate experience in designing, managing and implementation of sexual and reproductive health rights programmes. Youth targeted programmes and human rights programmes will be an added advantage;
- At least two years' experience in the management of projects, programmes and persons within the civic space;
- Advanced knowledge on the legal environment on sexual and reproductive health and rights and a well-informed understanding of the linkages between health and human rights;
- Experience in conceptualisation, design, and implementation of sexual and reproductive health and rights programmes;
- Knowledge and appreciation of devolution processes is an advantage;
- Previous experience in implementing similar projects is also an advantage;
- Excellent oral and written communication skills;
- Ability to think and operate strategically;
- Ability to provide leadership and work independently, and as part of a team;
- Strong analytical, organisational, planning, and problem-solving skills;
- Self-motivated and dynamic;
- Ability to manage competing priorities in a rapidly changing environment; and
- Keen sense of professionalism, ethics, integrity and commitment to KELIN's mandate.

Interested applicants should address their application and CV, information on current salary and benefits, as well as contact details of three referees to the Finance and Human Resource Manager on e-mail address info@kelinkenya.org; copied to tnyenze@kelinkenya.org by **25 January 2021**.

KELIN values diversity and inclusivity in all areas of its operations. We welcome and encourage diverse applications. Please note that only shortlisted candidates will be contacted.