



Vacancy

Protection Officer (Nairobi, Kenya, full time position)

Start date: 1 June 2019

Protection International Africa (PIA) is recruiting a Protection Officer based in its African Regional Hub, Nairobi, Kenya.

Protection International is an international not-for-profit organisation. It researches strategies and security management tools that empower human rights defenders (HRDs), organisations and communities to protect themselves. PI shares its expertise in this area with people at risk due to their human rights work. PI sees human rights defenders as agents of change who form a pillar of free and just societies. In many parts of the world the defence of human rights evokes pressure, threats and attacks from state and non-state actors. PI works with the local human rights movement to develop strategies and programmes prevent and counter such counter pressure. PI tailors its approach to each context and profile. It works in Asia, Africa, Europe and Latin-America, with presence in Thailand, Indonesia, Kenya, Tanzania, DR Congo, Burundi, Colombia, Guatemala, and Belgium (head-office).

The role

The Protection Officer reports to Protection International Africa's Regional Director in Nairobi and is part of PIA's Regional Hub. Under the overall supervision of the Regional Director, the Protection Officer shall be responsible but not limited to the following duties;

- To work within the mandate of PIA and follow the principles of Impartiality and non-partisanship;
- Contribute to the development of the security plan, implement it, update it and abide by it;
- Commit to confidentiality with regard to internal issues;
- Identify target groups/organizations/individual defenders for capacity building and conduct needs assessments;
- Liaise with human rights defenders and organisations on the development of training content aimed at building their capacity in security management and protection;
- Deliver the capacity building processes and training;
- Develop capacity building materials, methods and adapt the PI training manual according to specific requirements of the local context;
- Develop a monitoring and evaluation framework jointly with/in coordination with PI HO to be applied in all projects undertaken
- Write capacity building reports including an evaluation, provide any recommendations for its adaptation and indicate follow up interventions to be undertaken;
- Work with the Regional Director on developing documents for use in external advocacy;

- Contribute to the compilation of the annual work plan and monitor progress of its implementation in collaboration with the Regional Director;
- Draft periodic reports under supervision of the Regional Director for strategic use by PI;
- Undertake research on issues related to improved security management and protection by W/HRDs for strategic use by PI and PIA;
- Contribute to regular data analysis for the identification of lessons learnt;
- Contribute to improving or drafting PIA policies and programmes;
- Contribute to writing for the website;
- To investigate and follow-up on possible funding opportunities for PI's activities;
- To support and liaise with the Regional Director and Programme-Coordinator in Brussels in their searches for funding opportunities in the field;
- To elaborate, in liaison with the concerned departments of PIA and PI, proposals and budgets for new activities to be submitted to donors;
- Collaborate and prepare reports for the Regional Director on programmatic and thematic topics as well as other requests;
- To collaborate on reporting for projects (interim and final reports), in coordination with the Financial and Administrative Officer in Nairobi and in Brussels;
- To ensure smooth communication with PIA's donors;
- To explore/apply new fundraising methodologies (events, online, etc.);
- Capture lessons learnt and best practices in W/HRDs protection in suitable formats and share within PI and PIA for internal learning and strategic use with external stakeholders;
- Identify new trends, risks and developments affecting W/HRDs and propose practical interventions geared towards increasing their security;
- Liaise with NGOs and international organizations working towards the protection of W/HRDs;
- Together with the Regional Director, liaise and network with relevant government agencies in the interest of updating, urging and informing them of their responsibility to protect HRDs
- Undertake advocacy activities at local, national, regional and international level;
- Contribute to the analysis of the political context in any given area where PIA works or plans to work;
- Monitor the security and safety situation in the countries where PIA works with regard to the situation of human rights defenders;
- Identify policy gaps and develop proposals for policy intervention to increase awareness of the responsibility to protect HRDs at the State level;
- Work as a team member and actively support the achievement of collective goals and professionalism in line with stated rules and specific global and individual achievements as stated in the work plan;
- Work in line with provisions stipulated in PIA's human resource policy;
- Undertake other duties as required.

Required Qualifications

- University degree in Human Rights, Law, Psychology, Social Sciences or related studies is required. Diploma in IT or related field is an additional asset;
- Minimum three years of relevant work experience in project management, monitoring and evaluation, protection of human rights defenders, advocacy work, training facilitation, communication and/or fundraising with strong focus on Human Rights Defenders; preferably with an international non-governmental organization;

- Motivation and exposure to human rights issues is an asset.

Required Skills and Knowledge

- Excellent communication skills, both written and verbal, in English is essential as well as in Swahili. French is a strong asset;
- Attention to details and an investigative nature;
- Strong time management skills and the ability to prioritise;
- Be both autonomous and a team-player, ability to multi-task, plan and organise, and ability to work under pressure and against deadlines. Capacity to build consensus and motivate others;
- Knowledge and practice on gender equality and open minded in diversities;
- Sound decision-making in line with functions;
- Ability to travel;
- IT security management skills are an asset;
- Creative, innovative, and brave person who takes initiative;
- Having integrity and taking up responsibility for specific tasks;
- Collaborative attitude.

The offer

One-year, renewable employment contract, governed by Kenyan law. Competitive benefits and gross monthly salary in line with the sector, commensurate with skills and experience.

The position is based in Nairobi (40 hrs/week). **Desired start date: 1st June 2019.**

Application process

PI promotes gender equality and strongly encourages female applicants to apply for this position.

Send your resume, contact details of 3 references of your line managers from the former organization or work places and a motivation letter (English only) before **20th April 2019 to the following email: recruitment@protectioninternational.org** making mention of 'Protection Officer Kenya' in the subject line.

Please include your name in the file name of your application documents, e.g. Imani_Ahmadi_CV.doc.

Do not attach any certificates or references at this stage of the recruitment process.

Only short-listed candidates will be contacted. Interviews planned for **25th to 30th April 2019**. Further information about the activities of Protection International can be obtained from www.protectioninternational.org