



VACANCY ANNOUNCEMENT

EDUCATION SPECIALIST

KCDF is a Kenyan Foundation established in 1997 that supports sustainable development of communities in the key sectors of Livelihoods Development (urban and rural communities); Capacity Strengthening of local institutions; Economic Empowerment and Entrepreneurship; Environment, Food Security and Climate Change Adaptation; Education, Youth and Children and Policy and Advocacy. Social justice, capacity building and sustainability are at the core of KCDF's theory of change. More information about KCDF can be found on our website www.kcdf.or.ke.

KCDF works in the Education sector focusing on improved learning outcomes, access, retention and transitions in primary and secondary schools, with a bias for marginalised parts of Kenya. KCDF has an exciting opportunity for a highly qualified, experienced and motivated **Education Specialist**.

Reporting to the Programme Director, the jobholder will work in close liaison with the Team leader – Education, Youth and Children in providing solid technical assistance, quality assurance and knowledge building to support the improvement of education quality in areas where KCDF works.

Key Duties and Responsibilities

- i. In collaboration with other education actors (Government and Non- governmental), provide technical support for improved education services in line with set government policies.
- ii. Work closely with the Monitoring and Evaluation team to undertake project baseline surveys, support the design of efficient education programme monitoring and evaluation systems and tools.
- iii. Advise and provide technical support in education mentorship programmes, coaching and other forms of capacity development for students benefiting from KCDF's education interventions.
- iv. Advise and provide technical support for education programmes implemented in targeted schools which include support to teachers, head teachers, schools committees, schools' guidance and counselling departments and parents among others.
- v. Develop and maintain professional relationships with a diverse range of Education sector actors (Government and Non-Government) while working closely with the fundraising team with a view to ensure growth and the continuity of effective education programme funding and donor relations management.

Key Qualifications

- i. A Master's Degree in Education or higher
- ii. Demonstrable exposure and experience in implementing education programmes over a period of five years in Kenya or any other African country.
- iii. Exposure and experience in working in the non-profit sector at senior level, deep understanding of the education landscape in Kenya, and the various education policies that guide the sector.
- iv. Proven leadership, management, organizational and networking skills including excellent writing, communication, interpersonal, facilitation and presentation skills.
- v. Familiarity and exposure/experience with donor management practices including donor reporting requirements
- vi. Exposure and experience in grant-making and multi-donor arrangements will be a key added advantage.
- vii. Demonstrable capacity and willingness to work within a strong multi-disciplinary team environment.

This position requires behaviour attributes that include integrity, professional discretion, creativity and ability to work collaboratively with others

Application:

KCDF has retained the services of MillennialHR to coordinate this recruitment on its behalf. MillennialHR is a consultancy company that specializes in recruitments and other HR services.

To apply, please send a full CV together with a supporting statement, highlighting your experience and skills to hr@millennialhr.com quoting the position **Education Specialist** KCDF by 15th October 2015.