



Call for Applications

Programs Officer-Partnerships and Sustainability

Introduction

Pamoja Trust is a non-profit making organization founded in 1999. Pamoja is dedicated to promoting access to land, shelter and basic services for the marginalized populations. Pamoja Trust takes principled approaches to protection and promotion of the rights of the vulnerable through advocacy and precedence setting models for problem solving. This is sought to be achieved through social, technical and legal expertise at local community, national and international levels. The import of this is to ensure adherence to social justice principles and that national and international human rights standards are implemented in favor of the most vulnerable citizens.

The Trust thus seeks to engage services of a **Program Officer – Partnership and Sustainability** to assist in the effective implementation of its vision and mission. S/he will be expected to work five days per week under the supervision and will be based in Nairobi

Terms of Reference

1. Facilitate establishment of sectorial partnerships.
2. Develop and submit fundraising concepts and proposals
3. Develop a partnership and sustainability framework for the organization
4. Establish and implement Monitoring and Evaluation system and tools.

5. Enhance visibility through media coverage, website, social media and other platforms through content creation

Qualifications

For appointment to this position, one must have the following minimum requirements

1. Bachelor's Degree in Social Sciences
2. Skills on monitoring and evaluation
3. Knowledge of and experience in social media and other web-based platforms
4. Be computer literate in standard software applications.
5. Excellent interpersonal and relationship building skills
6. Minimum of 3 years working experience – donor funded environment will be an added advantage.

Kindly note:

Applicants will be required to submit their CV and cover letter to recruit@pamojatrust.org by **15th August 2022 by 1600hrs**. Indicate **Program Officer – Partnership and Sustainability** as the subject title. Only shortlisted candidates shall be contacted.