



INSTITUTION OF ENGINEERS OF KENYA (IEK)

EXCITING JOB OPPORTUNITIES

The Institution of Engineers of Kenya (IEK) is the learned society of the engineering profession and co-operates with national and other international institutions in developing and applying engineering to the benefit of humanity. (See our website <http://www.iekenya.org>). The institution was first established as the East Africa Association of Engineers on 19th January, 1945 in the Boardroom of the Chamber of Commerce, Portal Street, Nairobi. It served the East African countries until November 1972 when at a meeting in Nairobi, it was agreed functions of the division serving Kenya be transferred to a new body, the Institution of Kenya as it is today.

Job title	Policy, Research and Partnerships Manager
Reporting to	IEK CEO
Responsible for	Policy, Research and Partnerships Department
Location	Nairobi, Kenya
Post	Full-time - 3 years contract renewable
Other	As defined in our standard contract terms

Purpose

The Policy, Research and Partnerships Manager who will be responsible in Leading the policy unit, including the research coordination, policy engagement at regional level and expected to work closely with the senior management team members, and strategic partners to provide leadership and strategic guidance in shaping the overall policy directions.

Key Responsibilities

- The manager will be in charge of the policy, research and partnerships relating to engineering profession and practice.
- Pursue advocacy on public policy and legislation responsive to the society in matters related to infrastructure, Manufacturing, Telecommunication and General Engineering practice.

- Assist the council to advise and provide technical support to government, parliament and the different public forums in policy, legislation and constitutional implementation on matters affecting the Engineering profession.
- Review legislation to align engineering practice to global best practices.
- Coordinate publication of engineering best practices, guidelines, and manuals, IEK journals, magazines
- Facilitate dialogue forums to develop common positions on key policy advocacy issues
- Constantly review existing policy issues and regulatory environment and highlight areas of concern
- Take lead in the design of appropriate actions to address any areas of concern including the development of policy position papers to guide IEKs policy advocacy agenda.
- Providing regular policy briefs drawn from both draft and concluded policy and legislative actions.
- In consultation with relevant stakeholders, prepare and submit the IEK's position on emerging issues in the sector.
- Liaising with relevant government agencies, departments and partners to follow through on recommended interventions.
- Keeping stakeholders informed on the organization's policy interventions.

Qualifications and Educational Requirements

- Bachelor's Degree in Engineering, Economics, Statistics, Law or equivalent
- Over 7 years' experience in Engineering advocacy policy engagement, research, and analysis.
- Must have a proven track record of resources, partnerships, management of internal and external relations.

Preferred Skills

- Experience in legal and policy analysis and knowledge of the country's laws and policies as they relate to the engineering profession.
- Excellent negotiation skills.
- Strong analytical skills.
- Strong research, communication, networking and mobilization skills.
- A team player who thrives in a fast-paced environment.

All applications must include a cover letter and a resume which has at least three referees which should be received via our recruitment portal <https://forms.gle/KuTaNRd7uEyDVz4Q8> by close of business Friday 10th May, 2024 at 5pm. Due to the expected volume of applications, IEK will only enter further correspondence with short-listed candidates.