

# **PROPEACEKENYA**

Project for the Promotion of Peace and Cohesion in Kenya  
by Preventing and Mitigating Electoral Conflicts

Regional Coordinator Supervisor and Liaison (2)  
National Coordinator Supervisor and Liaison (1)

[www.democracy-support.eu/kenya](http://www.democracy-support.eu/kenya)

Funded by:



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## Terms of Reference

<p><b>Position Information</b></p> <p><b>Job Title:</b> National/Regional Coordinator and Liaison - Early Warning NCIC/ECES  <b>Reports to:</b> ECES Technical Leadership / Early Warning Adviser  <b>Duty Station:</b> Nairobi  <b>Duration:</b> 13 months  <b>Period:</b> 01 April 2022 – 01 May 2023 (TBC)</p>
<p><b>Organizational Context</b></p> <p>The <b>European Centre for Electoral Support (ECES)</b> is a non-profit private foundation headquartered in Brussels with a global remit. ECES promotes sustainable democratic development through the provision of advisory services and operational support in favor of <b>all electoral stakeholders</b>, including electoral management bodies, civil society organizations dealing with civic &amp; voter education and election observation, political parties and parliaments dealing with electoral reforms, media, security forces and legal institutions dealing with electoral dispute resolutions.</p> <p>Since February 2012, ECES has signed <b>over 60 contracts</b> in support of transparent, credible, and cost-effective electoral processes and the strengthening of democratic institutions <b>in more than 35 countries mainly, but not only, in Africa and the Middle East</b>. In addition to that, the founders and personnel of ECES have acquired extensive field experience, and, taken together, ECES can count on specific knowledge and a well-established network in <b>over 70 countries</b> around the world. <b>The EU is by far the largest ECES donor</b>, however, the organization has also signed contracts and partnered with many other organizations.</p>
<p><b>Project's context</b></p> <p><b>The overall objective</b> of this action is to promote peace, cohesion, and political dialogue to prevent, mitigate, and manage conflicts and political and election-related conflict and violence ahead of the new electoral cycle in Kenya through support and collaboration with the National Cohesion and Integration Commission (NCIC) and other non-state actors (NSAs).</p> <p><b>Specific objective 2:</b> Establish and support conflict prevention and resolution infrastructures to curb conflicts and electoral related violence.</p>
<p><b>Functions / Key Results Expected</b></p>

The purpose of the National/ Regional Coordinator and Liaison's post is to collect, analyze and regularly share information and reports on election-related conflicts with the NCIC technical leadership, to contribute to the overall purpose of the project: prevention, mitigation, and prevention of conflicts attributable to the upcoming elections.

The coordinator and liaison officers will work closely with key NCIC technical staff to facilitate proper delivery of information, analysis, and inputs to determine if further actions are to be proposed to other stakeholders, to avoid potential electoral conflicts but also other conflicts stemming from the electoral process.

The National/ Regional Coordinator and Liaison will work to create synergies between the Early Warning structures in the field and the NCIC, as an integral part of the early warning network.

In this sense, under the guidance of ECES technical leadership and EW Adviser, the National/ Regional Coordinator and Liaison will:

- Provide on-demand advice and background information to NCIC on early warning activities
- Maintain a network of local stakeholders, peace actors, CSOs, and religious or faith-based communities as identified by NCIC
- Abide by the rules and protocols for the transmission mechanism of reports and alerts
- Follow the rules regarding the strategy for data collection, processing, and analysis
- Monitor electoral violence and the electoral process
- Collect, and report information related to assigned area of responsibility from various sources to the relevant NCIC technical staff
- In particular, regularly follow up on key stages of the electoral process:
  1. Candidate registration
  2. Operational readiness (recruitment and training of polling staff, availability, and distribution of election materials)
  3. CSOs' involvement in monitoring the elections
  4. Political parties
  5. Access to security agencies
  6. Access to and dialogue with government agencies
  7. Electoral dispute resolution mechanism
  8. Displaying and publication of decisions related to candidate nominations
  9. Election results transmission and publication
  10. Electoral alliances and coalitions
- Identify, verify information on any reported incident which could have an impact on the electoral process

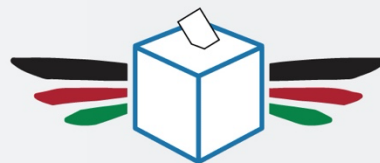
#### VALUES

- Promotes the vision, messages, and the values of peaceful elections
- Displays cultural, gender, religion, race, and age sensitivity and adaptability
- Demonstrates integrity, abiding by professional values and ethical standards

#### Recruitment Qualifications

Education:	University degree or equivalent in political sciences, law, international relations, or related field
Experience:	<ul style="list-style-type: none"> <li>• Minimum 5 years of working experience within national/not-for-profit organizations and experience of working with international organizations is an added advantage.</li> </ul>

	<ul style="list-style-type: none"> <li>• Previous coordination and mediation experience, influence, and access within their community at the regional level as well as political neutrality</li> <li>• Able to use computer-based programs including mini data sets/base and web-based applications</li> <li>• Working experience in primary/secondary data collection and analysis</li> <li>• Previous experience in early warning and conflict management is an advantage</li> <li>• Ability to prioritize work, multi-task, and meet deadlines.</li> <li>• Sound analytical judgment</li> <li>• Results-orientation and efficiency in a multi-tasking environment.</li> <li>• Planning, communication, and writing skills</li> <li>• Strong interpersonal skills and flexibility, responsibility, integrity, teamwork, self-motivated, preparedness to work off-time</li> <li>• Excellent computer literacy</li> <li>• Ability to perform effectively under high pressure, hardship conditions, and long working hours</li> <li>• Capacity to handle with diplomacy and responsibly and flexibly political sensitive issues</li> </ul>
Language Requirements:	Excellent working level of English languages in both writing and speaking. Knowledge of the regional languages is desired



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