



**United Nations High Commissioner for Refugees (UNHCR)**

**EXTERNAL VACANCY NOTICE**

**JOB DESCRIPTION**

Vacancy Notice No.: **EVN/KEN/DDB/14/002**

**Functional Title:** National Environment Consultant

**Duty Station:** Nairobi

**Date of Entry on Duty:** As soon as possible

**Duration:** Up to 31 December 2014

**Closing Date:** 29 May 2014

**1. Duties and Responsibilities**

Under the direct supervision and guidance of the Public Health Officer at Branch-Office Nairobi, the incumbent will perform the following tasks and duties:

- Establish co-ordination and consultation mechanisms at country and sub-office levels, including UNHCR staff, government, partner NGOs and the private sector related to and involved in energy access in a humanitarian context.
- To spearhead development and roll-out of UNHCR Kenya country programme energy strategy
- Conduct a baseline assessment and situation analysis, on the current environment and energy situation and actions in the country operation.
- Support the development and implementation of an in-country monitoring and evaluation system, with assistance from the country office and the Energy and Environment Unit at UNHCR HQ
- Provide capacity building training to UNHCR staff, government counterparts and partners, with assistance from the Energy and Environment Unit
- Actively seek opportunities for effective and systematic advocacy and exchange of knowledge with all government and non-governmental partners to promote strategic partnerships and mobilise resources;
- Provide a monthly report to Country Office and the Energy and Environment Unit on progress

## **2. Qualification and experience**

- Advanced university degree in a field related to energy/renewable energy, natural resource management and environmental sciences, or related fields;
- At least eight years of experience with energy and environment in humanitarian/developmental settings;
- Hands-on experience in design, monitoring and evaluation of development projects, experience with undertaking assessments, and strategic planning;

### **Desirable qualifications or competencies.**

- Strong interest and exposure to development and humanitarian issues, especially in the area of energy and innovation;
- Demonstrated ability to co-ordinate and implement projects; Some personnel management and supervision experience desired;
- Excellent networking and communication skills; experience in communicating relevant information for a variety of audiences for advocating UNHCR's mandate;
- Ability to think creatively, and to explore, harness and translate innovative concepts into practice.
- Able to work independently and deliver quality reports on time.
- Excellent written and reporting skills in English

### **Languages:**

Fluency in oral and written English and Kiswahili.

### **Application procedures:**

Interested candidates are requested to submit a letter of application for the position, and attach their curriculum vitae that include the applicant's telephone number and the telephone numbers and email addresses of at least two referees who have supervised the applicant's professional work.

Applications should be addressed to The Human Resources Officer, UNHCR Branch Office, P. O. Box 43801-00100 Nairobi-Kenya. Only applications received by close of business on 11 April 2014 will be considered. Short listed candidates will be invited for a written and oral interview.

16 May 2014

***Refugees – who cares? We Do.***