

Hivos is a Dutch non-governmental organisation inspired by humanist values. Together with local organisations in developing countries, Hivos seeks to contribute to a free, fair and sustainable world. A world in which citizens - women and men - have equal access to the opportunities and resources and can determine their own future. For more information see www.hivos.nl.

The **ICT based Election Process Monitoring Programme**, is a new capacity building programme based in East Africa at the Hivos Kenya office, with continental and international ambitions. Initially sponsored by HIVOS, the programme aims to become a multi-stakeholder platform. The programme seeks to increase the capacity of civil society organisations working to monitor, document and participate in Election cycles by effectively applying ICT to attain their goals. Also to establish a leading learning platform on the subject, a toolbox comprised of election monitoring tools, a supporting financial vehicle needed to assist in country implementations, a qualified network of skilled consultants and a clear monitoring and evaluation program. Finally, the programme seeks to document and disseminate lessons learned. For this programme the Hivos Kenya office based in Nairobi is looking for a

Co-ordinator (ICT) Election Watch

The coordinator is responsible for the implementation and the further development of the programme.

The coordinator:

- is responsible for the overall management planning and logistical coordination of the programme, including fundraising;
- establishes a learning platform and election monitoring toolkit;
- takes care of the partner/ project identification and coordination;
- manages and evaluates regional activities;
- monitors & evaluates the overall programme;
- documents and disseminates lessons learned;
- coordinates financial management of the programme;
- is responsible for the external communication about the programme;

Required skills:

- a relevant Masters degree;
- sound knowledge and expertise of the election cycle;(monitoring, documenting, reporting) especially in (east) Africa.
- 3 - 5 years experience in ICT & Development; with focus on applying relevant ICT's to (election) monitoring;
- an entrepreneurial / innovative attitude;
- preferable experience working in a multi-stakeholder context;
- strong communication skills as well as an excellent command of oral and written English and preferably Swahili.

We offer:

An initial six month contract (with extension possible till June 1th 2011) will be offered to the successful candidate. Remuneration is competitive with local levels. Only successful candidates will be contacted.

For more information contact Mrs. Will Janssen Regional Representative Hivos local office Kenya info@hivos.or.ke or Mr. Loe Schout, head of bureau Culture ICT & Media (Hivos Head Office, the Netherlands) at cim@hivos.nl

Applicants should send a CV and a cover letter explaining why they want this job to: Hivos LO Kenya, by e-mail to info@hivos.or.ke with reference code: 'vacco ICTEW', **before August 20.**

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