

Peace Brigades International – Kenya Project

www.peacebrigades.org



Recruitment of field volunteers

Post Title: Field Volunteer	Location: Nairobi, Kenya
Starting date: Between 24 June and 1 July 2013	

Please note that due to security considerations it is a PBI policy that no nationals are eligible to apply for in-country positions. Since the Kenya Project is still in its starting phase, only candidates with extensive work experience with PBI or human rights work in Kenya or the wider region will be considered. Successful candidates are intended to serve a minimum of six months as a field volunteer.

Background

Peace Brigades International (PBI) is an international nongovernmental organization that has promoted nonviolence and protected human rights defenders since 1981. In response to the needs of human rights defenders, we provide unarmed protective accompaniment and other support on the ground through trained field volunteers and a broad network of international support. Protective accompaniment deters attacks against human rights defenders by sending a powerful message that the world is watching and prepared to act. Integral to PBI's protection strategy are political support networks set up and activated by 16 country groups in North America and South America, Europe, and Australia, who are also responsible for volunteer recruitment, outreach, publicity and fundraising. PBI is an independent, egalitarian, volunteer-based organization not affiliated to any religious or political institution.

PBI has established a new project in Kenya in January 2013. A small PBI field team will provide protection and support to human rights defenders (HRDs) on request in the tense political period after the March 2013 presidential elections.

Role of PBI field volunteers

PBI's field volunteers provide protective accompaniment to human rights defenders on the ground. This is carried out through physical presence, dialogue with authorities, advocacy with the international community in country and information distribution.

Main duties, tasks and responsibilities:

- Working with civil society/human rights organisations**
 - Develop and maintain positive working relationships with Kenyan civil society/human rights organizations.
 - Participate in the selection of and set-up of first accompaniment relationships.
 - Provide international protective presence for accompanied human rights organizations and carry out activities to strengthen their capacities to cope with the security challenges of human rights work in Kenya (on their own and in a sustainable manner).
 - At all times work in a non-partisan manner.
 - Implement Gender and Diversity principles.
 - Collect, monitor and evaluate information to ensure that the objectives and activities of PBI Kenya and its accompanied organizations are being met and that this is reported frequently to relevant staff members/committees in the PBI Kenya Project.
 - Work and function in highly stressful and potentially threatening situations.
- Team work**
 - Work and live as part of a multi/inter cultural team.

- Actively contribute to the maintenance of proactive communication mechanisms within the team including attendance at team meetings, providing input to team decisions and political analysis.
- Prepare meeting agendas, facilitate team meetings and note decisions.
- Undertake to work in a non-hierarchical group that makes decisions by consensus.
- Produce reports as required.
- Work constructively with the Project Committee (PC) and staff.
- Collectively define the project's strategies and protocols based on PBI experience.

3. Advocacy and communications

- In coordination with all Project members, represent PBI Kenya at networking/advocacy meetings with the diplomatic corps, EU missions, UN institutions and NGOs and in dialogue with Kenyan authorities.
- Assist with the production and writing of PBI Kenya communication materials for internal and external use.

4. Administration

- Write reports and develop resource materials and historical knowledge of field team activities.
- Undertake day to day office tasks, including responding to emails, telephone enquiries, filing, maintaining and updating of records and databases and financial management.

5. Other duties:

- Respect nonviolence and PBI's other core principles at all times.
- Undertake all duties in accordance with PBI policies and procedures, in particular those relating to Harassment and Equal Opportunities.
- Assume responsibility for the shared household, including shopping, cooking and cleaning.
- Undertake such other duties as may reasonably be allocated, which may involve providing assistance in any area of the Project as may be required from time to time.

Person specification:

Knowledge/ Experience	Extensive work experience with PBI or Human Rights Work in Kenya or the wider region (please note that this criteria will be strictly applied since the project needs an experienced team). Understanding of PBI mission, mandate and non-partisanship. Experience with consensus decision making.
Skills	Inter-personal skills. Facilitation and organisational skills. Excellent oral and written communication skills. Fluency in spoken and written English. Very good analytical skills. Training experience or Kiswahili skills an added advantage.
Abilities	Competent in the use of Microsoft packages including Word, Excel and Powerpoint and use of the internet. Ability to function in highly stressful and/or threatening situation. Ability to work in a diverse team with different nationalities and backgrounds as well as in cross-cultural environments.
Other	Commitment to nonviolence. Field visits to be made to rural/isolated areas. Can cope with basic living conditions and weather extremes.

Willingness to work outside normal hours (evenings, weekends).

What will PBI provide?

Preparation and pre-deployment training during which the final selection of volunteers will be made. The training will take place in mid-May.

Travel to Kenya.

Health insurance.

Modest monthly stipend and work-related expenses.

Modest repatriation at end of volunteer service.

Interested candidates are requested to send their CV, a brief personal statement as well as two reference letters to Anika Becher at kenyacoordinator@peacebrigades.org. Closing date for applications: 21 April 2013, interviews w/c 29th April.

The personal statement should explain how you meet the essential and desirable criteria listed in the person specification, providing clear examples that demonstrate each point. You should write no more than 750 words in total.

Applicants who do not provide this information will not be considered.