

Peace Brigades International – Kenya Project
www.peacebrigades.org

Recruitment of field volunteers

Post Title: Field Volunteer	Location: Nairobi, Kenya
Starting date: Between beginning of January 2014 and March 2014	

Please note that due to security considerations it is a PBI policy that no nationals are eligible to apply for in-country positions. Successful candidates are intended to serve a minimum of twelve 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 to provide protection and support to human rights defenders (HRDs) on request.

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:

1.	<p><u>Working with civil society/human rights organisations</u></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Develop and maintain positive working relationships with Kenyan civil society/human rights organizations. <input checked="" type="checkbox"/> 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). <input checked="" type="checkbox"/> At all times work in a non-partisan manner. <input checked="" type="checkbox"/> Implement Gender and Diversity principles. <input checked="" type="checkbox"/> 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. <input checked="" type="checkbox"/> Work and function in highly stressful and potentially threatening situations.
2.	<p><u>Team work</u></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Work and live as part of a multi/inter cultural team. <input checked="" type="checkbox"/> 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. <input checked="" type="checkbox"/> Prepare meeting agendas, facilitate team meetings and note decisions. <input checked="" type="checkbox"/> Undertake to work in a non-hierarchical group that makes decisions by consensus. <input checked="" type="checkbox"/> Produce reports as required. <input checked="" type="checkbox"/> Work constructively with the Project Committee and staff. <input checked="" type="checkbox"/> Collectively define the project's strategies and protocols based on PBI experience.
3.	<p><u>Advocacy and communications</u></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> 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. <input checked="" type="checkbox"/> Assist with the production and writing of PBI Kenya communication materials for internal and external use.
4.	<p><u>Administration</u></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Write reports and develop resource materials and historical knowledge of field team activities. <input checked="" type="checkbox"/> Undertake day to day office tasks, including responding to emails, telephone enquiries, filing, maintaining and updating of records and databases and financial management.
5.	<p><u>Other duties:</u></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Respect nonviolence and PBI's other core principles at all times. <input checked="" type="checkbox"/> Undertake all duties in accordance with PBI policies and procedures, in particular those relating to Harassment and Equal Opportunities. <input checked="" type="checkbox"/> Assume responsibility for the shared household, including shopping, cooking and cleaning. <input checked="" type="checkbox"/> 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	Work experience with PBI or other Human Rights Work. 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 is 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?

Pre-deployment training during which the final selection of volunteers will be made. The training will take place in mid November .
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: 27th of September 2013. Phone interviews w/ c beginning of October .

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.