



Posting Title : PROJECT OFFICER-ECONOMIC JUSTICE

Duty Station : NAIROBI

Posting date: Monday, June 10, 2024

Background

The National Taxpayers Association (NTA) is an independent, non-partisan organization focused on promoting good governance in Kenya through citizen empowerment, enhancing public service delivery and partnership building. Since 2006 NTA has implemented programs focused on building citizen demand and strengthening government service delivery performance to enhance accountability through monitoring of the quality of public services and management of devolved funds. NTA envisions a taxpayer responsive government delivering quality services to all through a mission to undertake taxpayer-transforming research and capacity building through partnerships to influence government policy and strategy.

About the role

To support the National Taxpayers Association in managing its economic justice program, strengthening public services and assisting the office of the National Coordinator. This role fits within the building citizen demand and tax justice program at NTA. The role involves providing technical input into National and County budgets and plans. It actively involves providing strategic direction in revenue-raising strategies and working with different stakeholders to contribute to improved public service delivery. Research and developing research pieces is a key focus of this role and working with local coalitions for increased visibility of project interventions is part of this exciting role.

Person Specification

- Undergraduate degree in either Economics, Political Science or Law.
- A Master's degree will be an added advantage.
- Proven 5 years and above experience in managing policy advocacy projects.
- Experience working with diverse donors and possess excellent donor reporting skills.

- Deep knowledge of Kenya’s tax system and the international taxing landscape (i.e., pro-poor taxation, public finance management, development financing, gender-responsive budgeting, debt and tax justice issues).
- Experience in conceptualizing, designing and overseeing the implementation of multi-county projects that advocate for progressive economic policies, pro-poor revenue raising, pro-poor Government budgets and improving public service delivery.
- Experience in initiating, maintaining and expanding strategic partnerships that will advance the vision of the organization.
- Excellent communication and confidence in engaging with diverse audiences, including media, Government and donor representatives).
- Familiarity with relevant civil society players in Kenya and within the region.
- Knowledge of proposal writing, financial management/ budgeting will be an advantage.
- Proficiency in both written and spoken English and Swahili.

Desirable Attributes

Teamwork

- Works collaboratively with colleagues to achieve organizational goals
- Solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others
- Place team agenda before personal agenda
- Supports and acts in accordance with the final group decision, even when such decisions may not entirely reflect one's own position

Communication skills

- Speaks and writes clearly and effectively
- Listens to others, correctly interprets messages from others and responds appropriately
- Asks questions to clarify, and exhibits interest in having two-way communication
- Tailors language, tone, style and format to match the audience
- Demonstrates openness in sharing information and keeping people informed
- Shares credit for team accomplishments and accepts joint responsibility for team shortcomings

Note: The Project Officer will be based in the Nairobi Head Office

Method of Application

Please email CV, Cover letter and referees as well as salary expectation to:

jobs@nta.or.ke, by close of business on Friday, June 21st, 2024.

Please indicate the position you are applying for and duty station on the email as the subject.

The National Taxpayers Organization is an equal opportunity employer. Women, youth, and persons with disabilities (PWDs) are strongly encouraged to apply.

Safeguarding Policy

NTA is dedicated to hiring staff who uphold our values. Given our work in communities, we strictly prohibit exploitation, corruption, sexual activity involving minors, and the abuse of marginalized groups, including women, children, and persons with disabilities (PWDs).

Reporting any concerns or complaints will not affect your eligibility for assistance from NTA and our partners. We ensure that all complaints are handled with the utmost seriousness and investigated thoroughly. Staff members found breaching our code of conduct will face appropriate disciplinary actions. Furthermore, if any laws are broken, we will promptly involve local authorities.