

Project Officer – Public Finance Management (PFM) at Transparency International – Kenya

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Job Description

(adsbygoogle = window.adsbygoogle || []).push({}); Transparency International Kenya (TI-Kenya) is a not-for-profit organization founded in Kenya with the aim of developing a transparent and corruption free society through good governance and social justice initiatives. TI-Kenya is one of the autonomous chapters of the global Transparency International movement that are all bound by a common vision of a corruption-free world.

JOB PURPOSE

The job holder will be responsible for supporting implementation of the projects under the PFM programme in line with the Transparency International Kenya (TI-Kenya) strategic plans and priorities.

DUTIES AND RESPONSIBILITIES

Leadership

Provide effective leadership to the staff within the sub-programme, including mentorship, coaching, team building, on-the-job training to enhance employee performance and other

leadership interventions;

Designing programmes and interventions that enhance public finance management in regard to public procurement transparency; curbing illicit financial flows; promoting efficiency in public spending; and quality of financial oversight systems;

Lead the development and review of the programme's advocacy strategies including, but

not limited to, TI-Kenya's strategic interest in Public Finance Management nationally, regionally, and internationally;

Ensure effective implementation of the PFM pillar in the TI-Kenya Strategic Plan by tracking and reviewing progress, reporting, and leading the development of implementation plans;

Translate TI-Kenya research findings on Public Finance Management into reform initiatives and advocate for their adoption.

Programme Management & Reporting

Work with Civil Society and Governance actors to improve public finance management practices in Kenya;

Undertake evidence-based advocacy on the extent, type, and impact of corruption, Illicit Financial Flows (IFFs), tax evasion and other fiscal malpractices and how to tackle them;

Undertake evidence-based advocacy to curb fiscal practices and incentive schemes that exacerbate corruption and inequality;

Reviewing the operations and results of the programme and providing reports showing achievements against planned targets as well as justification for performance variances;

In liaison with the Programme Coordinator, ensure timely periodic, monthly and annual progress reports of the programme;

Prepare timely and appropriate narrative and financial reporting with respect to all activities and grants/projects in the programme.

Coordination, Networking and External Relationships

Strengthen the capacity and influence CSOs and marginalized groups to participate and contribute to policy formulation that enhance achievement of the programme objectives;

Establish and coordinate constructive and sustainable networks/partnerships with national, regional and international institutions and actors working on public finance management.

These include government agencies, non-state actors, the private sector and donors among others to ensure collaborative strategies and effective support networks;

Initiate and support the development of collaborative programme strategies in partnership

with like-minded organizations;

Initiate and support capacity building of partner institutions and coordination with regional and chapters of the TI movement on matters related to public finance management.

Good Practice and Institutional Learning

Provide technical support on Illicit Financial Flows (IFFs) work and shadow international financial systems including offshore financial centres to effectively address illegal flow of capital and their effect on the ability of countries to narrow the inequality gap;

Support the development of structured opportunities to facilitate internal and partner learning for decision-making and influencing practice;

Assist in project monitoring, reviews, evaluations and the development of good practice guidelines.

Resource Mobilisation & Budget Management

Manage the projects' budget and ensure maximum but prudent use of the available funds to achieve the projects objectives within the programme;

Identify and secure funding in accordance with the Public Finance Management Programme as well as institutional budget targets;

Develop project proposals and progress reports based on established standards as required;

Develop strategies for sustainable funding for the organization;

Develop and track budgets, and monitor programme expenditure against budgets for the Public Finance Management Programme;

Manage donor contracts;

Carry out donor research and advocacy.

Public Communication and Social Media Advocacy

Write well thought out publishable articles every quarter for management's consideration focusing on public finance management and general anti-corruption;

Maintain an active presence on social media that is interfaced with TI-Kenya's presence in line

with the organisation's social media policy and guidelines;

In conjunction with the Communications department, initiate and participate in mainstream and social media engagements focusing on pertinent corruption issues in the technical area of Public Finance Management.

QUALIFICATIONS AND EXPERIENCE

Minimum of a Bachelor's Degree in Economics, Law, Public Policy, Human Rights, International Relations, Social Sciences or related field from a recognised university;

Minimum of 5 years work experience and at least 1-year relevant experience in capacitydevelopment, coalition building, policy, social, or other public interest field;

Must have demonstrated knowledge and experience working on IFFs (Illicit Financial Flows);

Experience with access to justice and or gender programs a plus;

Must be well versed with the legal frameworks of Kenya and working knowledge of the EAC legal frameworks.

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