

EASTERN PRODUCE KENYA LIMITED

EASTERN PRODUCE KENYA LIMITED is looking for a pro-active, self-driven individual with a desire to create impact in a gender, human rights and employee welfare role in a corporate environment.

POSITION: GENDER, HUMAN RIGHTS AND EMPLOYEES WELFARE MANAGER

REFERENCE: EPK-NANDI-07/05/2021 /003

LOCATION: NANDI HILLS

The successful candidate will be based at our **NANDI HILLS OFFICE**, reporting to the Operations Director, and with responsibility to the Board. The successful candidate, in close consultation with other Human Rights experts, community leaders, employee representatives and other stakeholders, will be responsible for the design, review, development and implementation of human rights policies and program, including the gender dimensions, in line with the UN Guiding Principles on Business and Human Rights (UNGPHR) and Kenya National Action Plan on Business and Human Rights.

THE MAIN TASKS /RESPONSIBILITIES WILL INCLUDE:

- Working closely with key stakeholders such as human rights experts, community leaders and employee representatives to formulate and propose a Human Rights Action Plan to the EPK Board for immediate and long-term solutions to human rights challenges in general and specific community areas around the operations.
- Formulate human rights strategies, including from a gender and diversity perspective, for EPK Human Resource Management program.
- Develop and maintain relations with government officials, community representatives, Workers Union, industry bodies and regulatory authorities as far as human rights issues and policies are concerned.
- Develop and manage effective Operational-level Grievance Mechanisms for surrounding communities, employees and other stakeholders.
- Coordinate and oversee human rights studies and due diligence initiatives as necessary and oversee implementation of the resultant Human Rights Action Plan.
- Plan and implement Community Interaction clinics/days to cultivate a strong community link.
- Manage, coordinate, organize and supervise community liaison team.
- Develop and manage effective Alternative Dispute Resolution mechanisms in line with the Kenyan Constitution and UNGPHR.
- Monitor, evaluate and interpret the Human Rights trends and advise the Company on the same.
- Prepare human rights reports for the Board.
- Support the operations Corporate Social Investment and environment and compliance team with implementation of Human Rights related requirements.
- Build capacity, train and create awareness on human rights.

QUALIFICATIONS AND PERSON SPECIFICATIONS

- Degree in Social Sciences (Humanities) with a post training in Human Rights
- A minimum of 5 years working experience in human rights with demonstrable achievements.
- Be conversant with the UN Guiding Principles on Business and Human Rights (UNGPHR)
- Be conversant with the Sustainable Development Goals (SDG's)
- Be conversant with the local legislation and regulatory requirements relating to Human Rights.
- Have knowledge of third-party certification requirements relating to Human Rights.
- A working understanding of and exposure to corporate environment.
- Exposure to community relations.
- An appreciation of Human Rights and business issues at international and national level.
- Have excellent interpersonal and communication skills to be able to train and disseminate knowledge.
- Working knowledge of Corporate Social Investment principles.

HOW TO APPLY

If you meet the above requirements, please send your CV, cover letter and relevant certificates to Recruitment@easternproduce.co.ke quoting the position in the email subject by **21st May 2021**.

Only shortlisted candidates will be contacted.

Please note that EPK WILL NOT ask you to make any payment at any stage of the recruitment process.