



KENYA VISION 2030 DELIVERY SECRETARIAT VACANCIES

Introduction

The Kenya Vision 2030 Delivery Secretariat (VDS) is charged with coordinating and advising the implementation of the country's development blueprint and strategy towards transforming Kenya into a newly industrializing middle-income country by 2030. VDS is now seeking energetic, enthusiastic, self-driven and experienced staff to work with our fast paced management team for the following three positions on a three (3) year contract that is renewable upon satisfactory performance. Competitive remuneration will be awarded to the successful candidates.

1. DIRECTOR, ECONOMIC PILLAR

Duties and Responsibilities

The Director will be answerable to the Director General for the efficient and effective management of the Economic Pillar Directorate. Specific duties and responsibilities will entail:-

- (i) Fast-tracking the implementation of the Vision 2030 and MTP projects, programmes and initiatives in areas of:- agriculture, livestock and fishing; manufacturing; wholesale, retail and trade; tourism; business process outsourcing; financial services; and oil and other minerals.
- (ii) Coordinating stakeholders' technical inputs in the collection, collation and analysis of information and data necessary for the formulation, development, reviews and implementation of enablers and macro policies, procedures, practices systems and processes that support the implementation of Medium Term Plans(MTPs) and Vision 2030 projects, programmes and initiatives;
- (iii) Providing technical inputs for policy analysis and design in the relevant sectors through Sector Delivery Secretariats, Sector Delivery Teams and Sector Delivery Working Groups to support development and implementation of MTP and Vision 2030 projects, programmes and initiatives; and
- (iv) Identifying and liaising with the stakeholders in the relevant sectors through Sector Delivery Secretariats, Teams and Working Groups to deliver Vision 2030 through implementation of MTP programmes and projects.

Job Requirements

For appointment to this grade, an applicant must have:-

- (i) Served at least ten (10) in a senior management and leadership position in either the public service or private sector or similar position;
- (ii) A Bachelor's degree in Economics/Statistics, Public Administration, Business Administration or equivalent qualifications from a recognized institution;
- (iii) A Master's degree in any of the following disciplines:- Economics, Strategic Management, Public/Business Administration or equivalent qualifications from a recognized institution;
- (iv) Proven skills in Corporate Governance or Strategic Leadership Development;
- (v) Relevant leadership and high level experience in the sectors that comprise the economic pillar of Vision 2030.
- (vi) A thorough understanding of Kenya's national goals, policies and objectives and ability to relate them to the realization of Vision 2030;
- (vii) Demonstrated clear understanding of Vision 2030 and the role of Vision 2030 Delivery Secretariat in Kenya's socio-economic development; and
- (viii) Minimum requirements per Chapter Six of the Constitution on leadership and integrity.

2. DIRECTOR, SOCIAL AND POLITICAL PILLAR

Duties and Responsibilities:

The Director, Social & Political Pillar will be responsible to the Director General for effective and efficient management of the Directorate. Specific duties and responsibilities will entail:-

- (i) Supporting and fast-tracking the implementation of Vision 2030 and the Medium Term Plans (MTP), projects, programmes and initiatives in: education and training; health; environment, water and sanitation; urbanization, population and housing; gender, vulnerable persons and youth; governance and rule of law; and decentralization;
- (ii) overseeing the stakeholders' technical inputs in the collection, collation, analysis, review, information and data necessary for the formulation, development, reviews and implementation of Social and Political Pillar policies, procedures, practices, systems and processes that would support the implementation of the Medium Term Plans and Vision 2030 projects, programmes and initiatives;
- (iii) providing technical inputs for policy analysis and design in the relevant sectors through sector Delivery working groups to support development and implementation of the MTP and VDS projects, programmes and initiatives; and
- (iv) identifying and liaising with the stakeholders in the relevant sectors through Sector Delivery Secretariats, Sector Delivery Teams and Sector Delivery working groups to deliver Vision 2030 through implementation of MTP programmes and projects.

Job Requirements:

For appointment to this grade, an applicant must have:-

- (i) Served at least ten (10) in a senior management and leadership position in either the public service or private sector, or similar position;
- (ii) A Bachelor's Degree in Economics/Statistics, Public Administration, Business Administration or equivalent qualifications from a recognized institution;
- (iii) A Master's degree in any of the following disciplines:- Economics, Strategic Management, Public/Business Administration or equivalent qualification from a recognized institution;
- (iv) Proven skills in Corporate Governance or Strategic Leadership Development Skills;
- (v) Relevant leadership and high level experience either within the social or governance sectors akin to the delineation of Vision 2030.
- (vi) A thorough understanding of Kenya's national goals, policies and objectives and ability to relate them to the realization of Vision 2030;
- (vii) Demonstrated clear understanding of Vision 2030 and the role of Vision 2030 Delivery Secretariat in Kenya's socio-economic development; and
- (viii) Minimum requirements per Chapter Six of the Constitution on leadership and integrity.

3. DIRECTOR COMMUNICATION AND STRATEGY

The Director, Communication and Strategy will be responsible to the Director General for effective and efficient management of the Directorate of Communication and Strategy. Specific duties and responsibilities will entail:-

Duties and Responsibilities:

The Director, Communication and Strategy will be responsible to the Director General in carrying out the following functions:-

- (i) Formulating, designing, developing, implementing, managing, analyzing, and reviewing, publicity, marketing and communication policies, procedures and practices that promote the marketing and publicity of Vision 2030 programmes and projects locally and internationally;
- (ii) Marketing and publicizing the various flagship projects;
- (iii) Resource mobilization;

- (iv) Developing and implementing operational and management strategies for the Vision 2030 Delivery Secretariat;
- (v) Projecting and protecting the image and profile of VDS locally and internationally;
- (vi) Liaising with other Directorates and Divisions of the Secretariat to develop and review strategies to support programmes/projects under VDS and MTP;
- (vii) Identifying and coordinating the planning, design, development and implementation of marketing of programmes/projects to support the VDS;
- (viii) Undertaking marketing and communication research to develop and execute sound corporate marketing and communication strategies for VDS;
- (ix) Developing and implementing appropriate strategic networks, collaboration, linkages and partnerships with the stakeholders nationally and internationally to support VDS and publicize Vision 2030 and its Medium Term Plans;
- (x) Designing, producing and disseminating information, education and communication (IEC) materials and organizing and managing corporate events for marketing and publicity as well as creating awareness on the roles, goals, objectives and activities of the Vision 2030 projects; and
- (xi) Overseeing the design, development, implementation and management of corporate strategy and operational plans.

Job Requirements

For appointment to this grade, an applicant must have:-

- (i) Served at least ten (10) in a senior management and leadership position in either the public service or private sector or similar position;
- (ii) A Bachelor's degree in Communication/Public Relations, Strategic Management, Marketing, Business Administration or its equivalent qualification from a recognized institution;
- (iii) A Master's degree in any of the following disciplines:- Economics, Strategic Management, Public/Business Administration or equivalent qualification from a recognized institution;
- (iv) Membership of a recognized professional body such as Chartered Institute of Marketing Society of Kenya or any other relevant professional body;
- (v) Proven skills in Corporate Governance or Strategic Leadership Development Skills;
- (vi) Relevant leadership and high level experience either in marketing or other communication related field.

- (vii) A thorough understanding of Kenya’s national goals, policies and objectives and ability to relate them to the realization of Vision 2030;
- (viii) Demonstrated clear understanding of Vision 2030 and the role of Vision 2030 Delivery Secretariat in Kenya’s socio-economic development; and
- (ix) Minimum requirements per Chapter Six of the Constitution on leadership and integrity.

Key Attributes

The following key attributes will be required for the position of a Director:

1. Being a visionary, transformative and results-oriented strategic thinker;
2. Ability to work in a multi-cultural and multi ethnic environment with sensitivity and respect for diversity;
3. Excellent organizational, interpersonal and communication skills;
4. Capacity to work under pressure to meet strict deadlines;
5. Be self-driven, a team-player and mentor/coach; and
6. Ability to cultivate partnership and collaborations.

Terms of Service

The Director will serve on contract for a period of three years that is renewable subject to satisfactory performance. The salary and other benefits attached to this position will be as determined by Vision 2030 Delivery Board (VDB) in consultation with the Salaries and Remuneration Commission (SRC).

How to Apply

Each application should be accompanied by detailed curriculum vitae, copies of relevant academic and professional certificates, national identity card or passport, testimonials and other relevant supporting documents. Scanned copies of these documents must be attached for online applications. All manual applications should be clearly marked “**Application for position of Director Economic Pillar or Director Social & Political Pillar or Director Communication & Strategy Directorate**” and submitted to:

The Director General
Kenya Vision 2030 Delivery Secretariat
2nd Floor, KUSCCO Centre
Kilimanjaro Rd, Upper Hill
P.O. Box 52301 – 00200 NAIROBI
Email: vacancy@vision2030.go.ke

Note:

The shortlisted applicants will be expected to obtain clearance from the following institutions:

- i. Kenya Revenue Authority;
- ii. Higher Education Loans Board;
- iii. Ethics and Anti-Corruption Commission;
- iv. Criminal Investigation Department (certificate of good conduct); and
- v. Credit Reference Bureau
- vi. Professional Membership Bodies and;

The candidates will be required to submit copies and originals of the six clearance certificates during the interviews.

“Women, minorities, marginalized and persons living with disabilities are encouraged to apply”. All applications should reach the secretariat either through email (vacancy@vision2030.go.ke) or physically by **5.00 pm on 17th May 2017**. Further information can be obtained from VDS website: www.vision2030.go.ke

Kenya vision 2030 Delivery Secretariat is an equal opportunity employer.