



## Strengthening Community Partnership and Empowerment

• Biashara Street/Arcade Building • P. O. Box 1649-80108 Kilifi/Kenya • Website: [www.scope-kenya.org](http://www.scope-kenya.org)  
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<b>JOB TITLE: Economic Strengthening Officer</b>	
<b>DEPARTMENT:</b>	<b>LOCATION:</b>
Programmes	Coast Region
<p><b>Description of SCOPE:</b>          SCOPE is a Non-Governmental Organization established in 1999 and registered under the NGO Coordination Act in 2008. The headquarters are in Kilifi town, with satellite offices in Kwale, Mombasa and Tana River. The organization’s mission is to promote innovation, education and participation by all, through partnerships, networking and advocating for good health and sustainable livelihoods at local and national level”          SCOPE’S main focus is towards ensuring that the most vulnerable in society are empowered to embrace better livelihoods. SCOPE’s vision is “an empowered, healthy and harmonious community”</p>	
<p><b>Job Purpose:</b>          The Economic Strengthening Officer - Financial Inclusion and Micro-enterprise Development will support the promotion and establishment of sustainable micro-enterprises/livelihoods within the targeted OVC households and communities. S/he will work closely with the targeted households to provide relevant training, coaching and mentoring in the areas of basic financial literacy, entrepreneurship and small business management skills. S/he will also work closely with MFIs and other financial services providers to develop and promote suitable financial services/products for the targeted OVC households. S/he will be based at the Head office in Kilifi.</p>	
<p><b>Roles and Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Support OVC families to initiate and scale-up evidence-based initiatives that enhance the Uptake of appropriate financial services/products.</li> <li>• Support Establishment of sustainable livelihoods/micro-enterprises among the target OVC households</li> <li>• Support in the development of a database/MIS that can be used to capture all relevant information</li> <li>• Produce accurate and timely reports and success stories to showcase project lessons, and results to contribute to the wider sector and institutional knowledge.</li> <li>• Monitor field-level implementation to ensure that activities achieve desired results; make recommendations to improve quality.</li> <li>• Carry out monitoring field visits and support to ensure compliance to set project standards</li> </ul>	
<p><b>PERSON SPECIFICATION</b>  <b>The successful candidate will need:</b></p> <ul style="list-style-type: none"> <li>• Diploma in business administration, community development or relevant field.</li> <li>• At least 2 years’ relevant field experience in microfinance sector involving supporting marginalized groups to access diverse financial services and develop sustainable livelihoods in both rural and urban settings.</li> <li>• Knowledge and experience of working with marginalized communities to promote Village savings and loaning associations (VSLAs) and other ASCAs.</li> <li>• Experience of working with youths from marginalized backgrounds and/or OVC households will be an added advantage.</li> </ul>	
<p><b>Other qualities:</b></p> <ul style="list-style-type: none"> <li>• Good planning and organizational skills and efficient work methods</li> <li>• Ability to work well in a team as well as independently.</li> <li>• Ability to take initiative, prioritize, organize workload, meet deadlines and work under pressure</li> <li>• Attention to detail and accuracy</li> <li>• Willingness to learn</li> <li>• Strong writing and communication skills, program reports, case studies, success stories.</li> <li>• High level of integrity, values, ethics and a strong passion to empower the poor.</li> <li>• Creative, innovative and capable of trying something new.</li> </ul>	



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**ANY OTHER INFORMATION:**

**How to Apply**

Please send your CV only quoting the job title on the email subject (Economic Strengthening Officer) to [info@scope-kenya.org](mailto:info@scope-kenya.org) before 22<sup>nd</sup> March, 2017.

Kindly indicate current/last salary on your CV. Ladies are encouraged to apply. Only applicants meeting the strict criteria outlined above will be contacted as part of the short listing process.