

Advisor for Organisational Development

Full time assignment, Nairobi (Kenya)

Mukuru Slums Development Project (MSDP) is a longtime partner of horizont3000 and has already received technical assistance in the past. The previous advisor, who worked with MSDP until mid-2024, focused on improving its general organisational capacities and in setting up structures for resource mobilisation and MEAL.

Given the complex work environment, systems and processes must be strengthened to ensure the SOPs developed with h3 are fully implemented. Additionally, the organisation needs further technical support to improve its internal communication to advance its performance, especially regarding programme management and the performance of its Skill Centre.

Your Tasks

The advisor supports the Mukuru Slums Development Project in the following areas:

- Establish structures and systems for efficient and effective organisational performance
- Implement the strategic plan and SOPs for the Skills Centre as well as key institutional policies together with the management and the board
- Support and train the team in policy development to enhance programme management, including safeguarding policies and the prevention of Gender Based Violence

Your Profile

- **Master's degree in project management and/or programme development, social sciences, development studies, or related field**
- Additional postgraduate training in organisational development and management is an asset
- Minimum of 3 years of professional experience in program and financial management
- Experience working with youth and children empowerment programmes, awareness of safeguarding and GBV issues
- Sound understanding of the 'advisor concept' and commitment to capacity and structure development
- Mature person with strong facilitation and training skills (incl. remote on-the-job trainings and advice)
- Good interpersonal skills who can work with people of diverse cultures
- Result-oriented, flexible, creative
- High ability to work independently with a minimum of supervision and under time pressure, good (self-) organization and coordination skills
- Knowledge of the Swahili language is added advantage
- For the South2South assignment we are looking for a **specialist from Uganda or Tanzania**.

Our Benefits

Further information on the financial benefits can be found in the **FAQs**.

The position will be filled as soon as possible. Please note that only suitable candidates will be contacted.

We look forward to receiving **applications July 31, 2025 at the latest via the job link**

<https://horizont3000.onlyfy.jobs/job/rkvtiijn> or our job portal.

Project Environment

Partner Organisation

Mukuru Slums Development Projects (MSDP) is a Kenyan Non-Governmental Organisation (NGO) registered in 2006 that aims to improve the living conditions for women, children, persons with disabilities, and youth living in informal settlements in Kenya through transformative social and economic empowerment programmes. The primary focus of MSDP's programming is to increase livelihood opportunities for women and youth, ensuring access to quality education and vocational skills, safeguarding, and social protection for women and children.

MSDP is a safe space for Mukuru residents and, over the years, the organisation has built a strong relationship with the surrounding community, continuously receiving positive feedback on the quality of its services.

Since 2002, MSDP has strategically focused on urban informal settlements where extreme poverty is concentrated. MSDP's experience in these settlements reveals a vicious cycle of poverty driven by deep-rooted challenges: poor governance with limited state recognition and services, weak livelihood options, and a worsening climate crisis. MSDP's approach focuses on helping communities and households tackle the root causes of extreme urban poverty.

Deployment site

Nairobi is a metropolis with about 4.4 million inhabitants. It is located at an altitude of about 1800 metres above sea level, and therefore has a moderate subtropical highland climate. Due to the altitude, the evenings are usually cool, with temperatures around 10 degrees Celsius, while daytime temperatures average between 23 to 27 degrees Celsius.

Nairobi is home to a large expat community and provides a high number of shopping malls and other leisure/supply facilities that meet international standards. In addition to that the city hosts a big number of high-quality health care facilities, like the Kenyatta National Hospital, the Aga Khan University Hospital, or the Gertrude's Children's Hospital and provides for plenty of well-equipped pharmacies that are open 24/7.

Regarding the education of children, Nairobi is home to a good selection of international schools that provide quality education. In addition to that the city is a hub for numerous academic and cultural institutions and museums, which attract people from all over the region.

Due to a big housing market it is relatively easy to find an adequate living space within Nairobi. The popular residential areas close to the city center experienced a hike of rental prices but there are areas that still provide an affordable number of proper living space - for example, Westlands and Kileleshwa.

Although the security situation in Nairobi has continuously improved during the past years, the city is still struggling with comparably high rates of crime. Therefore, it is advisable to stay vigilant and cautious at all times. A generally big security challenge throughout Nairobi is traffic, which is especially dangerous during rush hours. Especially at night, it is advisable to use a registered Uber, or a trusted taxi driver.

Apply

Diversity, inclusion and equal opportunities are very important to horizont3000. We welcome applications regardless of gender, age, ethnic origin, nationality, religion, disability via our job link or job portal. **Qualified Tanzanians and Ugandans are encouraged to apply.**

horizont3000 is committed to providing a safe organisation and to preventing harm in any form for all staff and associated personnel, children and the community with whom they interact. Therefore, horizont3000 is implementing the highest standards of recruiting incl. check of criminal records and vetting procedures. Selected candidates adhere to the Code of Conduct.