

Job Advertisement: Senior Programs Coordinator

Position Title: Senior Programs Coordinator

Reports to: Executive Director

Duty Station: SWT Headquarters, Nanyuki (with regular field travel across program areas in Kenya, Africa, and globally)

Contract Type: 2-year renewable (based on performance and availability of funds)

About Samburu Women Trust (SWT)

Samburu Women Trust (SWT) is an Indigenous women-led organization working in Kenya and across Africa. We champion the rights, leadership, and agency of Indigenous women and girls — advancing equality, justice, and transformation through feminist and community-driven approaches.

Our work is grounded in Indigenous knowledge systems, collective action, and the belief that Indigenous women are the architects of their own liberation. We strengthen movements, influence policy, and create spaces for Indigenous women to lead change in their communities and beyond.

Overall Purpose of the Role

The **Senior Programs Coordinator** provides strategic leadership, coordination, and oversight of all SWT programs advancing Indigenous women's rights, justice, climate action, and community leadership.

The role ensures that SWT's interventions are coherent, evidence-based, and responsive to the lived experiences of Indigenous women and girls, while fostering movement building and feminist leadership across all program areas.

Working closely with the Executive Director, the Coordinator supports SWT to deliver transformative impact and sustain Indigenous women's collective power and voice.

Key Responsibilities

1. Program Leadership and Coordination

- Lead planning, coordination, and implementation of SWT's programs across key thematic areas — women's rights, justice, land and natural resource governance, leadership, and movement building.
- Supervise and mentor Program Officers and field teams to ensure quality, timely, and impactful program delivery.
- Promote program integration and alignment with SWT's strategic plan, mission, and feminist principles.

- Ensure all programs reflect Indigenous knowledge systems, community priorities, and cultural integrity.

2. Monitoring, Evaluation, and Learning (MEL)

- Oversee program monitoring, evaluation, and reporting to track progress and outcomes.
- Facilitate storytelling and documentation that amplify Indigenous women's voices and lived realities.
- Support evidence generation to influence policy and advocacy.
- Lead internal learning and reflection sessions for continuous improvement and collective accountability.

3. Grant and Budget Oversight

- Collaborate with the Senior Grants Officer and Finance Team to ensure program implementation aligns with donor contracts, budgets, and compliance standards.
- Contribute to resource mobilization through proposal development and concept note writing.
- Monitor program budgets and ensure financial accountability to donors and communities.

4. Partnerships, Advocacy, and Representation

- Strengthen partnerships with Indigenous women's organizations, networks, and allied feminist movements.
- Represent SWT in national, regional, and international advocacy platforms and coalitions.
- Amplify Indigenous women's voices in decision-making spaces through advocacy, policy dialogue, and campaigns.
- Foster collaboration and solidarity among Indigenous and feminist partners.

5. Capacity Building and Team Support

- Mentor and coach program staff, interns, and community mobilizers to enhance leadership and technical capacities.
- Foster a supportive, feminist, and inclusive work environment rooted in care, accountability, and collective growth.
- Promote innovation, intersectional analysis, and Indigenous feminist approaches across all programs.

Qualifications and Experience

- Bachelor's degree in Gender Studies, Development Studies, Social Sciences, or a related field (Master's degree is an advantage).
- Minimum of 5–7 years of progressive experience in program coordination or management within women's rights, Indigenous rights, or social justice sectors.
- Strong understanding of feminist and Indigenous rights frameworks.
- Proven experience in grant management, proposal development, and donor reporting.
- Excellent writing, facilitation, communication, and partnership management skills.
- Demonstrated ability to work collaboratively with grassroots communities and diverse stakeholders.
- Fluency in English and Kiswahili; knowledge of an Indigenous language is an added advantage.

Core Competencies

- **Integrity and Accountability** – Leading with transparency, honesty, and responsibility.
- **Feminist Leadership** – Grounding work in care, equality, and collective power.
- **Indigenous Knowledge and Identity** – Honoring culture as a foundation for resilience and strength.
- **Solidarity and Sisterhood** – Advancing justice and dignity for all Indigenous women and girls.

How to Apply

Interested candidates are invited to send their **CV (maximum 3 pages)** and a **Cover Letter (maximum 2 pages)** outlining relevant experience, motivation, and remuneration expectations to:

 advert@samburuwomentrust.org

or hand-deliver to **Nasaruni Indigenous Women Hub, Nturukuma (SWT Headquarters)**

Email Subject Line: *Application – Senior Programs Coordinator*

Application Deadline: *November 30, 2025*

Only shortlisted candidates will be contacted.