



REPUBLIC OF KENYA

THE SELECTION PANEL FOR THE SELECTION OF NOMINEES FOR APPOINTMENT AS A MEMBER OF THE NATIONAL GENDER AND EQUALITY COMMISSION (NGEC)

INVITATION FOR APPLICATIONS FOR ONE POSITION OF MEMBER OF THE NATIONAL GENDER AND EQUALITY COMMISSION (NGEC)

Pursuant to provisions of Article 59 (1) (2) (4) (5) of the Constitution as read with Section 11(4) of the National Gender and Equality Commission Act, 2011 (No.15 of 2011), the Selection Panel invites applications from qualified persons to be considered for nomination for appointment as Member of the National Gender and Equality Commission (NGEC).

1) **Requirements for Appointment**

A person shall be qualified for appointment as a Member of the Commission, if the person:-

- a) holds a degree from a University recognized in Kenya;
- b) has knowledge and at least ten (10) years' experience in matters relating to any of the following fields;
 - i. law;
 - ii. public administration;
 - iii. economics;
 - iv. gender and social development;
 - v. human rights;
 - vi. management; or
 - vii. social sciences;
- c) has had a distinguished career in their respective fields; and
- d) meets the requirements of Chapter Six of the Constitution.

2) **Duties and Responsibilities**

The functions of the National Gender and Equality Commission are set out in Section 8 of the National Gender and Equality Commission, Act, 2011.

3) **Disqualification from Membership**

A person shall not be qualified for appointment as a Member if such person:

- a) is a member of Parliament or a County Assembly;
- b) is a member of the governing body of a political party;
- c) is a member of a local authority;
- d) is an undischarged bankrupt; or
- e) has been removed from office for contravening the provisions of the Constitution or any other law.

4) **Tenure of Office**

The member of the Commission shall be appointed for a single term of six (6) years and shall not be eligible for re-appointment.

5) **Terms of Service**

- a) Serve on a full time basis;
- b) Shall not hold any other office or gainful employment for profit whether public or private; and
- c) Remuneration and benefits for the position is as determined by the Salaries and Remuneration Commission.

6) **How to Apply**

- a) Each application should include a detailed three (3) page (Times New Roman font 12) curriculum vitae, copies of relevant academic and professional certificates, national identity card or passport, together with relevant testimonials and supporting documents. Scanned copies of these documents **must** be attached to the online application.
- b) All applications should be clearly marked **"Application for the position of Member, National Gender and Equality Commission"** and submitted in any of the following ways:
 - i. Manual applications should be submitted in a sealed envelope and may be delivered physically to, **10th Floor Room 1011**, Ministry of Public Service, Gender and Affirmative Action, Harambee House, Harambee Avenue,

Nairobi, between **8.00 a.m. and 5.00 p.m. (East African Time), Monday to Friday.**

- ii. Online applications should be e-mailed to:
selectionpanelngec@psyg.go.ke
- iii. Posted applications should be addressed to:

**The Chairperson
Selection Panel for the selection of nominees for appointment as a
Member, National Gender and Equality Commission
P.O. Box 30050-00100
NAIROBI**

Important information to note:

- 7) Names of all applicants, shortlisted candidates and interview schedule will be published in the Kenya Gazette, two daily newspapers and the Ministry of Public Service, Gender and Affirmative Action website; www.psyg.go.ke after the lapse of the application period.
- 8) Shortlisted candidates shall be required to present originals of the following documents during the interviews:
 - a) National Identity Card or Passport;
 - b) Academic and Professional Certificates and Transcripts;
 - c) Any other supporting documents and testimonials;
 - d) Valid clearances from the following bodies;
 - i. Higher Education Loans Board;
 - ii. Kenya Revenue Authority;
 - iii. A registered Credit Reference Bureau;
 - iv. Directorate of Criminal Investigations (Police clearance);
 - v. Self-Declaration Form duly stamped by the Ethics and Anti-Corruption Commission; and
 - e) Letter/certificate of good standing from the relevant professional bodies and associations (where applicable).
- 9) **Women, minorities, marginalized and persons with disabilities are encouraged to apply.**
- 10) **Canvassing for this position will lead to automatic disqualification.**

11) All applications must be received on or before **Friday, 10th February, 2023, 5.00 p.m. (East African Time).**

Mary W. Kimonye, (Mrs)., CBS

Chairperson

**Selection Panel for the selection of nominees for appointment as a
Member of the National Gender and Equality Commission**