



African Gender and Media Initiative Trust
Advancing Gender Equality through Research and Action on Women's
Human Rights

Programme Officer- Sexual Reproductive Health and Rights

African Gender and Media Initiative Trust (GEM) is a cutting edge not for profit organization that works to advance gender equality through research and action on women's human rights. GEM Trust brings together women experts in women's human rights issues specifically women's health, sexual and reproductive rights, gender-based violence, media, advocacy and research. We are looking for a Programme Officer who has a good understanding of the sexual reproductive health landscape in Kenya, especially SHR for adolescents and young people. A good understanding of the legal and policy framework on sexual reproductive health in Kenya is necessary for this position. This person will work with a dynamic team of Programme staff, who develop and manage projects at GEM Trust in Kenya. Together with these colleagues, you will play an active role in implementing and further developing programmes.

Job Location: Kajiado County

Duties and Responsibilities

- Design and implement sexual reproductive health and rights projects targeting community members and young people including providing health information.
- Develop and monitor project work plans
- Implement project activities
- Develop project reports
- Initiate and maintain partnerships and networks with national and county stakeholders for successful project implementation
- Develop and implement a strategy for periodic project reviews based on project targets and timelines
- Develop and disseminate project learning documents/success stories
- Ensures effective utilization of project resources (both financial and material)
- Represent GEM Trust in project donor and partner meetings

- Spear head project publicity
- Support the Programme Manager in producing timely narrative according to set guidelines and standards.
- Support the Programme Manager in programme and project administration
- Supporting the Program Manager programme development
- Any other task as assigned by the Executive Director

Qualifications, Skills and Experience:

- A minimum of university graduate degree in Nursing/ Public Health, Social Sciences, or any related development field.
- Proven experience in the field of SRHR/ field of community health and rights based approach advocacy
- At least three years of relevant working experience
- Demonstrable skills and experience in programme design, management and implementation
- Demonstrated experience of working with a network of local organizations
- Strong skills in collaborative leadership for effective convening of single or multi-stakeholder groups
- Experience and interest in working with young people in the area of SRHR
- Experience with programme planning models, project management, and monitoring systems;
- Excellent communication skills (oral and written) in English
- Team player, but also able to work independently

How to Apply:

Please submit an application letter with current detailed CV indicating 3 reference

Applications should be sent to info@gem.or.ke : with **Position Applied on the Subject Line**

Deadline for Application is **13th February 2026 at 5.00pm.**