



REPUBLIC  
OF  
KENYA



Poverty Reduction Through Sustainable NRM



Investing in rural people

## MINISTRY OF WATER, SANITATION AND IRRIGATION

UPPER TANA CATCHMENT NATURAL RESOURCES MANAGEMENT PROJECT (UTaNRMP)

P.O. Box 996-60100 EMBU Tel:068-22 31376 Email: [utanrmp@gmail.com](mailto:utanrmp@gmail.com) [info@utanrmp.oe.ke](mailto:info@utanrmp.oe.ke) [www.utanrmp.or.ke](http://www.utanrmp.or.ke)

# MANAGEMENT TRAINEES/INTERNS OPPORTUNITIES AT UPPER TANA CATCHMENT NATURAL RESOURCES MANAGEMENT PROJECT (UTaNRMP)

## 1. BACKGROUND

The Upper Tana Catchment Natural Resources Management Project (UTaNRMP) is financed by the Government of Kenya, International Fund for Agriculture Development (IFAD) and the Spanish Trust Fund. The Project Completion Date is 31<sup>st</sup> December 2022. The Project Lead Agency is the Ministry of Water, Sanitation and Irrigation. The overall goal of the project is to contribute to reduction of rural poverty in the Upper Tana River catchment. This goal is pursued through two development objectives, which reflect the poverty-environment nexus namely: (i) Increased sustainable food production and incomes for poor rural households living in the project areas, and (ii) Sustainable management of natural resources for provision of environmental services. The project covers six counties namely: - Embu, Tharaka Nithi, Meru, Kirinyaga, Murang'a and Nyeri, Mt. Kenya National Park and Forest Reserve.

The project plans to recruit young professional management trainees/interns to support in project implementation as well as offer opportunity for mentoring and hands-on skills development for twelve (12) months in the following areas: -

### **(i) MONITORING AND EVALUATION (M&E) MANAGEMENT TRAINEES/INTERNS (6 positions, One for each of the six Project Counties)**

#### **a. DUTIES AND RESPONSIBILITIES**

Working under technical supervision of the Project's M&E Officer, the M&E Management Trainee/Intern will be stationed at the office of the respective County Project Coordinator who will be responsible for the trainee's daily work schedule.

*[UTaNRMP is a corruption free project and no one is required to provide any inducement to participate in any of its implementation processes]*

The M&E trainee/Intern will be responsible for undertaking M&E activities to provide reliable and credible output, outcome and impact data and reports on Project interventions. Specifically, the trainee will:

- i. Collect output, outcome and impact data using pre-defined tools, analyze and compile report at quarterly and bi-annual intervals;
- ii. Update the Monitoring and Evaluation database by entering the collected output/outcome and impact data in the system;
- iii. Participate in the quarterly meetings with the Project M&E Officer and present the data and compiled reports,
- iv. Flag out success and failed project interventions based on outcome and impact data that will have been captured,
- v. Participate in the monthly meetings with the M&E Officer for an update on the monthly progress and activity plans.

## b. **QUALIFICATIONS**

The applicants **must** have:-

- (i) Bachelor's degree in Economics/Statistics; Project Planning and Management or a related field from a recognized University;
- (ii) A certificate or a diploma in Project Planning and Management will be **an added** advantage;
- (iii) Be computer literate and able to apply basic analytical functions in excel, and
- (iv) Age between 25 and 35 years.

## 2. **CIVIL ENGINEER MANAGEMENT TRAINEE/INTERN (1 position at Project Coordination Unit Office)**

The Management Trainee/Intern will work directly under the supervision of the Water Resources Coordinator.

### a. **DUTIES AND RESPONSIBILITIES**

The successful applicant will support in:

- i. Review of designs of water projects;
- ii. monitoring of implementation of water projects;
- iii. data collection and analysis of water quality and quantity;
- iv. Capacity building of community water groups;
- v. Assist in the preparation of tender documents;
- vi. Technical and Financial Evaluation of bids from Water Contractors/Consultants;
  
- vii. Any other duties as assigned by the immediate supervisor.

*[UTaNRMP is a corruption free project and no one is required to provide any inducement to participate in any of its implementation processes]*

## b. **QUALIFICATIONS**

The applicant **must** have:

- i. Bachelor's Degree in any of the following disciplines: Civil Engineering, Agricultural and Bio-Systems Engineering or Water Engineering from a recognized institution; and
- ii. Aged between 25 and 35 years.

**The other requirements that the successful management trainees/Intern will be required to have are:**

- a. Valid Certificate of Good Conduct;
- b. Personal Accident Insurance Cover for the Internship period;

## **2. APPLICATIONS**

Interested candidates who meet the above requirements should send their application letter, detailed Curriculum Vitae, copies of certificates and testimonials to:

**The Principal Secretary  
Ministry of Water, Sanitation and Irrigation  
P.O Box 49720-00 Nairobi**

Attn: Human Resources Department, Room No.154, first floor so as to reach by 4.00 pm on or before 23<sup>rd</sup> March 2021

Applications through email will also be accepted and are encouraged. Receipt of these will be acknowledge. Please send to:[hrmmaji154@yahoo.com](mailto:hrmmaji154@yahoo.com)

Please note: -

- (a) Only shortlisted candidates will be invited for interview;*
- (b) Diversity and gender considerations will be applied in the recruitment process; and*
- (c) Canvassing directly or indirectly will lead to disqualification at whatever stage of recruitment process and placement.*

*[UTaNRMP is a corruption free project and no one is required to provide any inducement to participate in any of its implementation processes]*