



PROGRAMME MANAGER, WASTE MANAGEMENT

The Kenya Climate Innovation Center (KCIC) is a social impact organization operating in the climate space, committed to supporting micro and small enterprises and driven by innovation. KCIC provides incubation, capacity building services and financing to Kenyan entrepreneurs and new ventures that are developing innovative solutions in renewable energy and energy efficiency, water management, agribusiness, waste management, and commercial forestry in a bid to address climate change challenges.

KCIC is currently implementing several long term programmes including AgriBiz, a five-year programme supported by the European Union (EU) and DANIDA. GreenBiz Programme supported by DANIDA, Productive Use of Solar Energy (PUSE) supported by the Charles Stewart MOTT Foundation and Towards a sustainable future: Innovative Approaches to Waste Management (SWIFT) supported by IKEA Foundation.

The SWIFT programme is a 3-year program which aims to support 110 small and medium-size enterprises in the waste management sector in Kenya. It will focus on implementing innovative business models that support Kenya to practice effective waste management through circular economy approaches. The aim is to generate over 2000 direct and 4,000 indirect jobs, enhance the livelihoods of over 5,000 households, and generate revenues of up to USD 10 million in the pre-urban and Urban economies. The programme will be implemented for 3 years from January 2024 to December 2026.

KCIC is seeking a highly motivated candidate to fill the position of the Programme Manager, Waste Management responsible for overall management of the programme.

JOB DESCRIPTION

Role Title:	Programme Manager, Waste Management	Reports to:	Director, Client Services
Unit	Client Services	Program:	Waste Management
Country:	Kenya	Location & Work-Related Travel:	Nairobi
Direct Reports	Business Analysts	Others Reporting Indirectly	Program Interns

Job Summary

The position is responsible for the leadership of the Waste Management Programme by supporting startups and entrepreneurs in developing innovative solutions to address waste-related challenges, nurture and accelerate groundbreaking ideas to promote sustainable waste management practices.

Key Responsibilities:

1. Design, develop, and oversee the waste management incubation and acceleration programmes, including setting goals, objectives, and KPIs;
2. Develop and coordinate implementation of annual programme work plans and budgets to create a supportive ecosystem for startups and entrepreneurs to develop waste-related solutions;
3. Manage and monitor business advisory and technical assistance services to waste Management Incubatees and the financed enterprises;
4. Oversee programme entrepreneurs annual mentorship initiatives for effective business development;
5. Develop pipelines for investment ready entrepreneurs by connecting them to industry experts, mentors, partners, investors, and relevant organizations to support the programmes;
6. Identify and secure funding opportunities and sponsorships to support programme activities;
7. Monitor and assess the progress of programme entrepreneurs, track milestones, for development and implementation of mitigation strategies against potential risks and reporting to stakeholders;
8. Organize workshops, seminars and exhibitions for networking and marketing opportunities and to educate programme entrepreneurs on waste management, entrepreneurship, and innovation;
9. Develop and host annual investment summit in collaboration with other Programme Managers;
10. Manage programme communication by developing marketing materials, online content, and communication strategies to promote and attract a diverse range of innovative waste management startups and entrepreneurs;

11. Manage competency development and performance of the programme staff.

Qualifications

Bachelor's degree in environmental science, environmental engineering, sustainability, business management or a related field. A master's degree is preferred.

Experience

- A minimum of 6 years experience in program management, business incubation/acceleration and early stage investing in social enterprises.
- Proven experience in nurturing startups, entrepreneurs, or innovation-focused programs.
- A solid understanding of waste management practices, environmental sustainability, and the circular economy.
- Strong networking skills with the ability to build and maintain relationships with industry partners, investors, and stakeholders.
- A passion for entrepreneurship, innovation, and the ability to mentor and guide early-stage startups and entrepreneurs.
- Proficient in project management, including budget and workplan development and management, program implementation and evaluation.
- A deep commitment to environmental sustainability and a desire to drive innovation in waste management practices.

Functional Skills:

- leadership skills;
- Negotiation skills
- Planning and organization skills;
- Analytical and problem-solving skills;
- Communication and Report writing skills.

Behavioral Skills:

- Professionalism and Integrity;
- Interpersonal skills;
- Innovation and creativity
- Reliability and adaptability
- Teamplayer

How to Apply

Interested candidates are invited to send the completed KCIC employment application form together with their up-to-date CV with their contact details,

copies of academic and professional certificates, details of current and expected remuneration, the names of three professional referees, and a cover letter demonstrating how you meet our requirements.

The closing date for applications is **Wednesday, 29th November 2023**. Only shortlisted candidates will be contacted.

Kenya Climate Innovation Center is an equal-opportunity employer.