

Vacancy: Manager - Policy Advocacy & Programmes

Organization: East African Wild Life Society (EAWLS)
Location: Nairobi, Kenya (with regional travel across East Africa)
Contract Type: Fixed-Term Contract



About EAWLS

The East African Wild Life Society (EAWLS) is a regional conservation organization working to promote the sustainable management of wildlife and natural resources across East Africa. With 70 years of experience, EAWLS focuses on policy advocacy, partnerships, and programmes that support biodiversity conservation and environmental sustainability. EAWLS collaborates with governments, communities, civil society and other stakeholders to influence conservation policy and practice and ensure lasting conservation impact for people and nature.

Position Summary

EAWLS is seeking a strategic and experienced **Manager - Policy Advocacy & Programmes** to lead its advocacy, policy, and programme portfolio. Reporting to the Executive Director, the role provides leadership in shaping policy influence, delivering high-impact conservation programmes, and strengthening partnerships and institutional visibility across the region.

Key Responsibilities

- Provide strategic leadership for EAWLS' policy, advocacy, and programmes portfolio, ensuring alignment with organisational priorities
- Lead the design, implementation, and oversight of conservation programmes, ensuring quality delivery, impact, and compliance with donor requirements
- Develop and drive advocacy strategies to influence environmental policy, governance, and practice at national, regional, and international levels
- Lead departmental budgeting and ensure efficient and accountable management of programme budgets.
- Conduct and oversee policy research, analysis, and development of position papers, policy briefs, and advocacy materials
- Build and manage strategic partnerships, coalitions, and multi-stakeholder platforms to advance EAWLS' conservation agenda
- Oversee monitoring, evaluation, accountability, and learning (MEAL) systems to track programme performance and inform decision-making
- Secure and manage funding through proactive donor engagement, strong proposal development, and effective execution and reporting of donor-funded initiatives.
- Provide leadership and mentorship to programme teams, fostering a high-performance and collaborative work environment
- Represent EAWLS in key forums, networks, and policy platforms to enhance the organisation's influence and visibility
- Advise senior management on emerging policy trends, risks, and strategic opportunities in conservation and natural resource governance
- Undertake any other duties as may be assigned by the Executive Director.

Qualifications & Experience

- Master's degree in Public Policy, Environmental Law, Environmental Science/Studies, Natural Resources Management, Climate Change, Marine Studies, Development Studies, or a related field. PhD is an added advantage.
- Minimum 5years' experience in management roles in conservation, policy advocacy, or programme leadership.
- Proven track record in policy analysis, advocacy strategy development, programme design/implementation, and oversight of multi-stakeholder platforms.
- Demonstrated experience in resource mobilisation, fundraising, donor engagement, and financial management for large-scale projects.
- Strong leadership experience managing multi-disciplinary teams and cross-functional projects.
- Knowledge of MEAL systems, programme monitoring, and impact evaluation.
- Strong knowledge of policy processes, political affairs, and regional/international governance frameworks in East Africa.

Core Competencies

- Experienced in strategic leadership and programme management
- Proven expertise in project design, development, and implementation
- Advanced advocacy and policy analysis and formulation skills
- Effective stakeholder engagement, partnership and coalition-building ability
- Proficient in monitoring, evaluation, accountability, and learning (MEAL)
- Experienced in fundraising, resource mobilization and donor relationship management
- Sound financial management and budgeting skills
- Strong networking, negotiation, and influencing capabilities
- Excellent written and verbal communication skills
- Strategic thinking with the ability to solve problems under pressure
- Analytical thinking and results-driven decision-making

Application Process

Interested candidates should submit:

- A **CV** including three referees
- A **cover letter** including salary expectations and notice period
- A **brief statement (max 1 page)** outlining your vision for EAWLS' Policy, Advocacy & Programmes portfolio

Email: info@eawildlife.org

Subject Line: *Manager - Policy Advocacy & Programmes*

Deadline: 17th April 2026

Applications will be reviewed on a rolling basis. Only shortlisted candidates will be contacted.

Equal Opportunity Statement

EAWLS is an equal opportunity employer and is committed to diversity and inclusion.