Carolina for Kibera (CFK) is a non-governmental organization based in Kibera. CFK has expanded its programming to promote youth leadership, ethnic and gender cooperation, women empowerment, education, and health services. CFK has the following vacancy in its Entrepreneurship and Economic Development department.

**Job Title:** Head of Department, Entrepreneurship and Economic Development  
**Reports to:** Executive Director  
**Location:** Kibera, Nairobi  
**Ref. No:** HOD/EED/CFK 0142/13

The Head of Department, Entrepreneurship and Economic Development (HOD, EED) will lead efforts to visualize, seize and develop entrepreneurship and economic opportunities that bring benefit to the Kibera community.

**Specific Duties and Responsibilities**
- To take the lead in program development, planning, implementation and evaluation.
- Implement business training programs for Kibera’s entrepreneurs to help them learn business fundamentals like accounting, inventory management, marketing and advertising.
- Help existing CFK supported businesses scale up, get access to capital, increase revenue and maximize cash flow.
- Find ways to create and expand income-generating activities for CFK.
- Work directly with youth providing business training, work readiness trainings and finding and creating apprenticeship opportunities.
- Manage CFK’s engagements with the business sector players e.g. Corporations, Banks, Microfinance institutions etc.
- Provide general leadership and individual mentorship to the program officers within the EED department.
- Any other duties that you may be assigned from time to time.

**Desired Qualifications and Experience**
- A Business degree from a recognized institution of higher learning.
- Must have demonstrated experience in entrepreneurship development and ability to turn ideas into economic and social profit.
- Must have an excellent level of understanding of emerging technologies and emerging markets especially at the base of the pyramid.
- Ability to work effectively and interdependently in a culturally diverse environment.
- A good understanding of community dynamics, knowledge and familiarity with the Kibera community and environment will be an added advantage.

If you believe you merit our consideration, please email the following information to the Executive Director, Carolina for Kibera at hr@carolinaforkibera.org:

- Curriculum Vitae
- Letter of application
- Three referees
- Contact information - email address and daytime telephone number.
- Email header should read: HOD/EED/CFK 0142/13

Your application must be received on or before end of business, **14th June 2013**.

Only short-listed candidates will be contacted. CFK is an equal opportunity employer.