

Research and Policy Officer

Location: Mombasa, Kenya

Organization: Human Rights Agenda (HURIA)

Employment Type: Contract Based (Renewable)

Human Rights Agenda (HURIA) is a rights-based, sub-national not-for-profit organisation headquartered at the Coast of Kenya. Established in 2012 in the wake of the transformative aspirations of the Constitution of Kenya, HURIA was founded to ensure that constitutional guarantees do not remain abstract commitments, but become tangible realities for historically marginalized communities.

We exist to close the gap between law and experience. By strengthening citizen agency and reinforcing institutional accountability, HURIA advances a people-centred model of justice, peace, security, and governance as a pathway to dignity, equity, and social justice. Operating at the intersection of human rights, security sector governance, access to justice, and inclusive development, we generate rigorous grassroots evidence and translate it into reform-oriented advocacy.

Human Rights Agenda (HURIA) is seeking a creative and talented Graphics Designer to support the organization's branding, communications, and visibility efforts across its human rights, governance, peacebuilding, and development programmes.

Key Responsibilities

- Lead the design and implementation of qualitative, quantitative, and mixed-methods research studies.
- Develop research proposals, methodologies, tools, work plans, and data collection protocols.
- Conduct literature reviews, policy analysis, legal analysis, and institutional assessments.
- Coordinate field research, stakeholder consultations, focus group discussions, key informant interviews, and surveys.
- Analyze research findings using appropriate analytical tools and software.
- Prepare high-quality research reports, policy briefs, discussion papers, situation analyses, and knowledge products.
- Produce evidence to inform advocacy, programme design, fundraising, and organizational strategy.
- Monitor emerging trends in human rights, governance, peacebuilding, security sector reforms, access to justice, and public policy.
- Support policy advocacy initiatives through evidence-based recommendations and strategic engagement with government, civil society, development partners, and academia.
- Contribute to proposal development, donor reports, publications, and organizational learning..
- Perform any other duties assigned by the Chief Executive Officer.

Qualifications

- Bachelor's Degree in Political Science, Public Policy, Development Studies, Sociology, Law, Peace and Conflict Studies, International Relations, Statistics, Economics, or another relevant social science field.
- At least two (2) years experience in research, policy analysis, advocacy, or programme development, preferably within the NGO, research, or development sector.
- Demonstrated experience in qualitative and quantitative research methodologies.
- Proficiency in Microsoft Office and data analysis software such as KoboToolbox, ODK, or other research applications.
- Excellent analytical, report writing, and presentation skills.
- Strong understanding of Kenya's governance, constitutional, human rights, and public policy landscape.

How to Apply

If you meet the above requirements, please submit:

1. A detailed and up-to-date Curriculum Vitae (CV);
2. A cover letter demonstrating your suitability for the position and indicating your current and expected gross salary; and
3. One sample of a research report, policy brief, published article, or other analytical writing authored or co-authored by you.

Applications should be submitted electronically to recruitment@huria.ngo, quoting the reference number **HURIA/RPO/03/2026** in the subject line.

Only shortlisted candidates will be contacted.

The deadline for submission of applications is **17th July 2026 at 5:00pm** East African Time

Safeguarding

HURIA is committed to safeguarding and maintains a zero-tolerance policy towards sexual exploitation, abuse, harassment, and all forms of misconduct. Successful candidates will be required to uphold HURIA's Safeguarding Policy and Code of Conduct and will undergo a mandatory reference and background checks as part of the recruitment process.