



The Kenya Scouts
Association

HUMAN RESOURCE CONSULTANCY SERVICES

The Kenya Scouts Association wishes to seek Human Resource Consultancy services from a competent practicing Human Resource consultant. The scope and TOR is as defined below.

Organizational Background

Kenya Scouts Association is established by an **Act of Parliament Cap 219** of the Laws of Kenya is the largest youth organization in Kenya catering for young people between the ages **6-26 years** with a membership of **over 1,000,000** boy and girl Scouts and a support team of over 40,000 Scout Leaders. Scouting in Kenya was established in 1910.

Kenya Scouts Association is an educational, voluntary, and non-political movement for young people open to all without distinction of origin, race, creed, tribe and gender. It is an Education for Peace! Our Vision is to create a better world through scouting activities while our Mission is to educate young people to play a constructive role in society.

Goal

To carry out a review of the Kenya Scouts Association HR function with a view to establishing an effective managerial structure, an ideal staff establishment and compensation structure and policies that will ensure effective management and increased productivity of the staff.

The Terms of Reference.

The role of the consultant is expected as per the following terms of reference.

- a) Carry out a Job evaluation
- b) Managerial structure review
- c) Salary/benefits scheme
- d) Review of HR policies and procedures
- e) Develop KSA secretariat organogram

Expected outcomes

The Kenya Scouts Association shall be expecting the following outcomes;

- a) Revised job descriptions and specifications
- b) Designed Managerial/organizational structure
- c) Developed salary/benefits scheme
- d) Revised HR manual and policies
- e) Alignment with the strategy/business plan
- f) Recommend ideal staff establishment

Requirement

- Experienced HR Consultant in the key areas highlighted in the Terms of Reference.

Kindly send your proposal to:

National Executive Commissioner
The Kenya Scouts association
Box 41422,
NAIROBI

nec@kenyascouts.org to reach not later than Friday, 10th November, 2017