



POSITION	Housing Support Specialist
REPORTS TO	Market Development Manager
LOCATION	Nairobi
DIRECT SUPERVISEES	None
CATEGORY	Replacement
DATE	

Job Purpose

The HSS Specialist will be responsible for the strategic planning, design, supporting implementation, monitoring and evaluation of housing support services (HSS) for low-income households. S/he will support the development and growth of HSS initiatives with Financial Service Providers (FSPs) and other housing sector partners, their monitoring and evaluation, and the capacity building of partners in the areas of construction and the technical aspects of low cost housing.

Key Responsibilities

- Leads the development of HFH Kenya HSS strategy and models.
- Contributes to the development of region-wide HSS strategy.
- Supervises planning and implementation of the HSS component of projects
- Participates in research and design of innovative solutions for cost effective construction and housing related products.
- Leads the design of new HSS initiatives which may include assessing the suitability and feasibility of construction interventions, advice on the appropriateness of materials and construction processes used, advice on appropriateness of interventions with regards to building regulations etc.
- Conducts feasibility studies on construction and shelter improvements in target geographic areas.
- Provides guidance and advice to FSPs and other housing sector partners on HSS strategies, construction design and building technologies, aimed at meeting housing quality standards and guidelines
- Supervises development and testing of HSS as part of institutional technical assistance projects to partners.
- Trains and builds the capacity of FSP, consultants and other partners on HSS methodologies, tools, and housing interventions.
- Leads the analysis, monitoring and evaluation of HSS initiatives
- Coordinates the reporting and communication on construction/HSS related projects to stakeholders and /or external donors.

- Documents best practice interventions and lessons learned in HSS and innovative building techniques. Shares the lessons and practices in appropriate forums.
- Networks with organizations and associations working in fields related to low-cost housing
- Networks with organizations and associations working in the construction sector and other fields related to low- cost housing, to access latest technological developments.
- Coordinates the reporting and communication on construction/HSS related projects to stakeholders and /or external donors.
- Provides construction/HSS related support to Communications Team from HFHI to, media, business partners, donors, etc.
- Develops content for brochures, training of trainers’ guides, booklets, and guides for the design, appropriate technologies and materials, and construction practices.
- Builds the capacity of partners, consultants and HFHK staff on HSS methodologies, tools, and interventions as may be appropriate.

KEY PERFORMANCE MEASURES / INDICATORS

- Monthly progress reports
- New products progress reports
- Number of trainings conducted

QUALIFICATIONS

- A Bachelor’s or similar degree in construction related field (such as Architecture, Building Science and Engineering).

KNOWLEDGE, SKILLS & ABILITIES REQUIRED

- Good communication skills – both oral and written in English and Kiswahili.
- Self-initiative and problem solving abilities.
- Consultancy/advisory skills
- Monitoring and evaluation skills
- Excellent Training skills
- Good conceptual and analytical thinking
- Strong computer skills - Excel, Word, PowerPoint, CAD and knowledge of design software

EXPERIENCE

- A minimum of 7 years of working experience in the finance services sector with at least 5 years’ experience at a management level.
- Conversant with the regulatory framework for the Housing industry in Kenya
- Excellent understanding of low income housing solutions
- Knowledge and experience in project design and management
- Experience in appropriate building technologies
- Knowledge and experience in cost effective construction design for low-income urban and rural clients with
- strong background in structural engineering and social/affordable housing designs/renovations

OTHER INFORMATION

- Ability to work long and odd hours, including weekends
- Confidentiality
- Honesty
- High levels of integrity