

## **Employer Relationship Officer at Riziki Source**

In today's evolving job market, the importance of inclusivity and diversity cannot be overstated. At the forefront of this movement is Riziki Source, a pioneering organization in Kenya dedicated to bridging the employment gap for persons with disabilities. As an Employer Relationship Officer, you will play a crucial role in fostering connections between potential employers and this often-overlooked talent pool.

### **Understanding the Role**

The primary responsibility of the Employer Relationship Officer is to build and nurture relationships with various stakeholders across the private, public, and civil society sectors. This role is essential in enhancing internship, apprenticeship, and job placement opportunities for individuals with disabilities. By focusing on strategic engagements, you will help create inclusive hiring practices that not only benefit employers but also empower job seekers.

### **Key Responsibilities**

- Strategic Engagements Across Sectors
  - Develop collaborative relationships with stakeholders to ensure representation from both formal and informal economies.
  - Initiate outreach initiatives and organize networking events to foster partnerships.
  - Co-create inclusive hiring practices with organizations to promote diversity and equity.
  - Facilitate agreements for internships and job placements that align with employer needs.
- Program Development and Industry Alignment
  - Collaborate with program teams to ensure vocational training aligns with industry demands.
  - Conduct market research to identify employment trends and skill gaps.
- Placement Activities
  - Facilitate job placements for persons with disabilities, ensuring they align with individual skills and career aspirations.
  - Organize job fairs and campus recruitment events to connect candidates with inclusive employers.
- Community Outreach and Advocacy
  - Build partnerships with disability rights organizations to expand program impact.
  - Engage stakeholders to promote awareness of inclusive practices.
- Data Management and Reporting
  - Maintain records of corporate partnerships and placement statistics.

- Utilize management tools to streamline operations.
- Participant Support
- Organize mentorship programs to enhance participants' employability.
- Develop resources tailored to meet the needs of employers and candidates.

### **Required Skills and Qualifications**

- To excel in this role, candidates should possess:
- A bachelor's degree in business, human resources, social sciences, or a related field.
- Experience in corporate relations, partnership building, or recruitment, particularly in advocating for persons with disabilities.
- Strong interpersonal, communication, and organizational skills.
- Proficiency in Microsoft Office Suite and placement management tools.

### **Why This Role Matters**

The Employer Relationship Officer is not just a job title; it represents a commitment to social change. By connecting employers with qualified candidates who have disabilities, you are helping dismantle stereotypes and misconceptions about their capabilities. This role is vital in creating a more inclusive workforce where everyone has the opportunity to contribute their skills.

Riziki Source stands out as a leader in this effort, utilizing innovative approaches such as the mobile app that connects job seekers with employers directly. The organization has already made significant strides—over 1,500 registered job seekers and numerous successful placements demonstrate its impact on the community.

Joining Riziki Source as **an Employer Relationship Officer** means becoming part of a transformative journey that empowers individuals with disabilities while enriching workplaces across Kenya. If you are passionate about inclusivity and have the skills to drive meaningful change, this position offers a unique opportunity to make a lasting difference in the lives of many.

Interested candidates are encouraged to apply by submitting their resume and cover letter by December 31, 2024. Together, we can create a brighter future where everyone has access to meaningful employment opportunities.