



NATIONAL LAND COMMISSION

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CALL FOR APPLICATIONS FOR THE ADVERTISED VACANT POSITIONS

National Land Commission (NLC) is an Independent Constitutional Commission established under Article 67 of the Constitution of Kenya, 2010 and operationalized by the National Land Commission (NLC) Act, 2012, the Land Act, 2012 and the Land Registration Act, 2012. The broad mandates of the Commission are inter-alia to; manage public land on behalf of the National & County Governments, recommend a National Land Policy to the National Government, advise the National Government on a Comprehensive program for the registration of Land throughout Kenya, conduct research related to land & the use of natural resources & make recommendations to appropriate authorities and initiate investigations on its own initiative or on a complaint into present or historical land injustices & recommend appropriate redress. Pursuant to Article 252 1(c) of the Constitution of Kenya 2010 and National Land Commission Act of 2012 section 22 which provides that the Commission shall have the power to appoint its own staff, the Commission invites applications from suitable candidates for the following vacant positions:

1. LEGAL AFFAIRS AND DISPUTE RESOLUTIONS DIRECTORATE

(a) Principal Legal Officer (Grade NLC 5) – Two (2) Posts

Terms of Appointment

The appointment will be on a Permanent and Pensionable terms.

Personal Emolument for the position of Principal Legal Officer

Basic Salary Scale	:	Kshs Min 128,000 – Max 223,000 Per month
House Allowance	:	Kshs. 45,000 Per month
Commuter Allowance	:	Kshs. 16,000 Per month
Leave Allowance	:	Kshs. 20,000 Per annum
Medical Cover	:	As provided by the Commission

Job purpose:

This job is responsible for the management of legal advice to the Commission and safeguard its interests through various legal initiatives and facilitate decision making for enhanced effectiveness in the fulfilment of its constitutional and statutory mandate

Duties and Responsibilities:

1. Coordinate and oversee multi-directorate teams to develop and implement investigation activities to support litigation, out of court settlements, appropriate dispute resolution mechanisms and commission inquiries.
2. Coordinate multi-directorate teams to collect, collate, authenticate, analyze and manage investigation, court and inquiry case documents.
3. Conduct and supervise research on applicable substantive and procedural legal, policy, jurisprudence and administrative direction elements to provide opinions, advisories, recommendations and policy briefs.
4. Draft and oversight the draft of final court documents, agreements, Committee papers, Commission plenary papers, investigation reports, inquiry reports, Commission inquiry recommendations and project concepts.
5. Collaborate with relevant Directorates to prepare timely court strategies, collect adequate evidence, attend court, make court submissions and timely advise on appeal or negotiations or implementations of court orders and judgments.
6. Support the Commission development and Directorate compliance of case investigation, litigation management and out of court settlement policy frameworks and related resolutions.
7. Review and support the Commission adoption of applicable recommendations and decisions of external taskforces and Alternative Justice Systems in accordance to the applicable law and policy.
8. Develop and support the Commission to implement mechanisms to encourage the application and implementation of traditional and other recognized community initiatives in land holding, use and management disputes.
9. Review evidentiary records to support the Commission in resolving disputes through mandated alternative dispute resolution mechanisms to help disputants to arrive at an effective, speedy, sustainable and voluntary resolution.
10. Review gaps in law and policy as well as legal, jurisprudence and policy developments to develop Commission and stakeholders' advisory, regulatory and legislative documents.
11. Identify and collaborate with external counsels, relevant governmental institutions and other stakeholders to identify, establish and join processes and committees to ensure effective legal and dispute resolution mandates of the Commission.

Job Competencies (Knowledge, Experience and Attributes / Skills):**Academic Qualifications;**

Bachelor of laws degree (LLB) or equivalent qualification from a recognized institution.

Professional Qualifications / Membership to professional bodies;

1. Postgraduate diploma in law from Kenya School of Law.
2. Member of Law Society of Kenya.

Previous relevant work experience required.

Must have served for nine (9) years, three (3) years of which must be experience in comparable positions in Public Service or from any reputable organization.

Applicants must possess level of knowledge and skills in the following areas;

1. Proven extensive experience as a Legal Counsel in the land sector
2. Excellent knowledge and understanding of the constitution, land law and procedures
3. Full comprehension of the influences of the external environment of the commission
4. Demonstrated ability to create legal defensive or proactive strategies
5. Demonstrated ability to resolve complex land disputes
6. High degree of professional ethics and integrity
7. Sound judgement and ability to analyse situations and information
8. Outstanding communication skills
9. Proven leadership skills

MODE OF APPLICATION:

1. Job applicants should attach all requisite academic and professional certificates to the application form which is to be downloaded from the Commission website.
2. Details of academic and professional certificates not obtained by closure of the advert will not be accepted.
3. Shortlisted candidates shall be required to produce originals of their National Identity card, academic & professional certificates, transcripts and testimonials during interviews. Please note that it's a criminal offence to present unauthentic certificates.

If you possess or meet the above qualifications, please send;

Your application letter together with detailed Curriculum Vitae including names of three referees and their full contacts (Name, Post Office Box number, email address, and day time telephone/mobile phone contacts)

Visit our **website www.landcommission.go.ke** for instructions on how to apply and to download employment application form. Applicants **MUST apply both online and submit hard copies** of their application.

In case you do not hear from us, please consider yourself unsuccessful.

Please note that canvassing for this position will lead to automatic disqualification.

Note:

Upon granting an offer of employment, a successful candidate **MUST** present and satisfy the requirements of Chapter Six of the Constitution of Kenya 2010 by providing copies of the following documents;

1. A valid Tax Compliance Certificate from the Kenya Revenue Authority (KRA).
2. A valid Certificate of Good Conduct from the Directorate of Criminal Investigation (DCI).
3. A valid Clearance Certificate from the Higher Education Loans Board (HELB).

4. A valid Clearance Certificate from an approved Credit Reference Bureau (CRB).
5. A valid Clearance form from the Ethics and Anti-Corruption Commission (EACC).

Applications should reach the office of the Secretary/CEO, National Land Commission by **18th October, 2022 on/or before 5.00pm.**

The National Land Commission is an equal opportunity employer. Women, people from marginalized areas and Persons living with disabilities are encouraged to apply.

All hardcopy application should be submitted to:

***The Secretary/CEO
National Land Commission
2nd Ngong Road Avenue,
316 UpperHill Chambers Building,
19th Floor, P.O Box 44417-00100,
NAIROBI.***