ACTIONAID INTERNATIONAL KENYA (AAIK)

APPLICATION FOR GENERAL ASSEMBLY MEMBERSHIP

ActionAid International Kenya (AAIK) is a non-partisan, non-religious organization that has been working in Kenya since 1972 to end poverty and injustice. AAIK is currently working in 25 counties in solidarity with women and people living in poverty and exclusion to address the underlying causes of poverty and injustice. Our mission is to work with people living in poverty and exclusion to eradicate poverty and injustice..

AAIK is a member of the ActionAid International (AAI) Federation. AAI works with over 15 million people in 45 countries for a world free from poverty and injustice.

We invite applications for membership from interested Citizens of Kenya who want to serve in the General Assembly of AAIK.

AAIK has a two-tier governance structure made up of a General Assembly and a National Board. The General Assembly members are drawn from communities that we work with and from various professions who join to fulfil the mission and vision of AAIK.

ActionAid International Kenya Governance Structure

To enhance legitimacy and accountability to our supporters, partners and with poor and excluded people whom we work with, AAIK has a two-tier governance structure made up of a General Assembly and a National Board.

General Assembly

The General Assembly is the top governing body of AAIK. It is to be composed of not less than 25 members and not more than 40 members recruited through an open and transparent process. These are persons with demonstrated commitment to the values upheld by ActionAid in the fight against poverty. Members are appointed in their individual capacity and NOT as representatives of organisations or affiliations that they may be associated with. The General Assembly members are non-paid volunteers committed to supporting the interest of the poor and excluded, and to upholding the values of AAIK. The General Assembly normally meets once a year and members are encouraged to take part in other AAIK activities such as Committees, Task Forces and visits to AAIK's Local Rights Programs.

The National Board

The Board, comprising not more than 11 members, operates under the General Assembly and meets quarterly to provide leadership and oversight to management. As a governance body, it is not another tier of management but a source of advice, oversight, and constructive challenge. Its members are elected by the General Assembly from among the members of the Assembly.

Our preferred candidates will have:

- Be a Kenyan Citizen.
- Willingness to work on a voluntary basis
- Demonstrated commitment to the values upheld by ActionAid in the fight against poverty and injustice
- Willingness to work with others in a governance rather than management role
- Mix of experience relevant to AAIK's work, including advocacy and campaigning, fundraising and resource mobilization, human resources, legal, communications, and finance.

We are especially keen to appoint people who come from or work directly with communities living in poverty and exclusion.

Application details:

a. Your application letter outlining your suitability as a member of the General Assembly
b. Academic qualifications
c. CV of no more than three (3) pages, stating field of expertise, experience, and contribution in the social development sector or to society/ the community at large
d. Names of three referees and their telephone contact details.

If you are interested, please send an application by **20th June 2025 to:**

Governance and Board Development Committee,
P.O. Box 42814, 00100, Nairobi
Email: AAIKNominations.Kenya@actionaid.org

ActionAid is an equal opportunity organization.
We encourage Women and Individuals from communities living in exclusion /marginalisation to apply.