



## Job Description for International Intern: Network Assistant

<b>Post Title</b>	<b>Network Assistant</b>
<b>Location</b>	Nairobi, Kenya
<b>Responsible to</b>	The network assistant will be jointly managed by Joanna Wakia, Regional Development Officer , Retrak Kenya, and a member of the local partner staff
<b>Responsible for</b>	<p>In line with the goals for 2013, the network assistant would be involved in helping to organize network activities such as advocacy campaigns, training workshops or research projects, as well as attending meetings and visiting local organizations and key stakeholders in order to generate learning and encourage involvement in network activities.</p> <p>The details of these activities are still being planned but they might involve helping to put on a stage show or exhibition of street children’s work, mapping street child work or research and identifying gaps that need to be addressed, helping to arrange a head count of children on the street through collaboration with local organizations in Nairobi or providing logistical support and follow-up assistance for workshops or conferences.</p> <p>The network assistant would be located within a partner organization for most of the time, since Retrak Kenya does not have office space at the moment. More detail can be provided at a later date.</p>
<b>Purpose of Job:</b>	The network assistant would play a key role in the formation of the network of street child stakeholders in Kenya.
<b>Retrak Vision &amp; Mission</b>	<p><b>Our Vision:</b> To see street children realise their full potential and worth.</p> <p><b>Our mission:</b> To enable street children have an alternative to life in the streets.</p>
<b>Retrak Kenya’s Work</b>	<p>Retrak Kenya is part of a group of local organizations that is forming a network of street child stakeholders which is being launched in August 2012.</p> <p>This new network is aiming to bring together practitioners, policy makers, and other stakeholders (such as police and local leaders) with the overall goal of improving the well-being of children on the streets and their families and ensuring that zero children are forced to live on the streets in</p>

Kenya.

During 2013 the network is planning a series of practical activities to build its profile and begin to influence practice and policy in Kenya. These activities are in 3 groups:

- Improving the relevance and effectiveness of services aimed at children on the streets and their families in Kenya, to ensure that immediate needs are met and underlying issues are overcome;
- Creating a louder voice for children on the streets and their families in Kenya, in order to dispel stigma and advocate for more appropriate and effective policy and practice; and
- Undertaking research to broaden knowledge and promote learning around issues related to children on the streets and their families in Kenya