

JOB DESCRIPTION

Director of Youth Strategy and Digital Transformation, CFK Africa

Location: CFK Africa Headquarters, Kibera, Nairobi, Kenya

The CFK Africa (CFK) Board of Directors and Executive Director (ED) seek a mission-focused, seasoned, and process-minded leader to serve as Director of Youth Strategy and Digital Transformation (DYSDI). Reporting to the ED, the DYSDI serves on the Executive Management Team to provide leadership to ensure the digital infrastructure and systems necessary to support CFK's 5-year strategic plan and its mission to empower youth in slums. The DYSDI is responsible for establishing and managing a youth network to amplify CFK services, empower youth advocacy, and facilitate data-driven change. This role requires a dynamic and entrepreneurial individual with deep experience in digital technology creation, strategy implementation, partnership development, and a commitment to participatory global community and youth development in informal settlements.

Established in 2001, CFK Africa (CFK) is a U.S. 501(3)(c), Kenyan-registered international non-governmental organization (NGO) and major affiliated entity of the University of North Carolina at Chapel Hill that empowers youth in urban slums (informal settlements) in East Africa through locally led leadership development and innovative public health delivery and research. Co-founded through a unique partnership between a Kenyan community organizer, a Kiberan nurse, and a UNC student, the organization currently maintains a team of 90 full-time employees who serve more than 200,000 slum residents each year on an annual budget of USD 3.5 million generated through earned revenue, charitable contributions, and government contracts.

Key Responsibilities

Youth Development Network

- Leverage digital technologies to expand the reach and impact of CFK's health and economic opportunity programs
- Develop and implement strategies to make CFK services more accessible to a broader audience
- Collaborate with stakeholders to co-design and develop digital solutions around youth development
- Create and maintain platforms to foster a sense of agency and community engagement among youth through digital initiatives
- Develop and maintain data collection and analysis tools to support evidence-based decision-making
- Build a coalition of stakeholders to implement a variety of digital tools that will provide valuable insights for initiatives and policymaking
- Identify and cultivate revenue streams for project implementation through diverse fundraising efforts
- Develop CFK as a "responsible broker," ensuring direct benefits to the community and effectively subsidizing the network

Strategy & Organizational Leadership

- Oversee the planning, tracking, and execution of CFK's strategic initiatives to align with long-term objectives
- Work closely with and support the management team to align strategic priorities with programming and ensure that stakeholders are involved in key discussions

- Maintain proactive engagement with donors, partners, and other stakeholders to foster strong relationships and funding support
- Support the ED to lead and coordinate cross-functional projects, ensuring timely and effective execution
- Foster a positive work environment that encourages teamwork, transparency, and a shared commitment to CFK's mission and vision
- Collaborate with the finance team to ensure strategic alignment between budgets, operational plans, and resource needs
- Shape internal communications to keep staff informed and inspired

Skills and Competencies

- Demonstrated technological literacy with proficiency in creating and using digital tools and platforms
- Exemplary organizational skills with the ability to manage multiple projects simultaneously
- Highly motivated individual with an entrepreneurial mindset and the ability to work independently
- Excellent verbal and written communication skills, with the ability and desire to engage and inspire youth
- Ability to analyze and interpret data to inform program development and policymaking
- Broad understanding of Research, Measurement, Evaluation & Learning concepts
- Knowledge of youth advocacy principles and practices
- Ability to work effectively with diverse stakeholders, including government, corporations, funding partners, youth, and community leaders
- Strong analytical and problem-solving skills, with a track record of developing innovative solutions
- Experience with digital platforms, social media management, and online community building
- Experience in writing grant and business proposals and demonstrated success in securing seed funding for diverse projects
- Experience in developing and implementing monitoring and evaluation frameworks to assess program impact
- Experience and/or strong desire to work with youth and informal settlement communities
- Understanding of the cultural, social, and economic contexts of African informal settlements
- Demonstrated leadership skills with the ability to inspire and motivate youth and community members
- Strong networking skills with the ability to build and maintain relationships with stakeholders, including NGOs, government agencies, and community organizations

Qualifications

- Minimum of a bachelor's degree in Global Youth Development, Public Health, Technology Development, Business or a related field
- Minimum of 7 years of work experience in tech development, entrepreneurship, global development, strategy and project implementation, or related areas

Salary is commensurate with experience.

Application Instructions

To be considered for this position, applicants must submit the required materials [through this link](#). Application requirements include **1) a short eligibility questionnaire, 2) a current resume, and 3) a cover letter that directly states your specific professional interests in CFK Africa and the skill set you bring that highlights your interests and ability to build and support tech-infused youth networks.**

CFK Africa will review applications that include all requirements on a rolling basis until the position is filled.