

CALL FOR APPLICATIONS

Consultancy Services: Supporting Civic Space in Kenya

The International Center for Not-for-Profit Law (ICNL) is soliciting applications for an individual or organizational consultant to work with and support its Africa Program team in implementing ICNL programs in Kenya and, from time to time, the broader East Africa region. Consultancy services may include providing technical assistance, research and capacity building services, and participating in network activities and other civic space-related initiatives for ICNL.

Applications will be considered on a rolling basis through **February 16, 2026**. The proposed consultancy will run through the end of 2026 with the possibility for extension.

Background

ICNL is an international not-for-profit organization that promotes an enabling legal environment for civil society, freedom of association, assembly, expression, and public participation around the world. ICNL has provided technical, research, and capacity-building assistance to support the reform of laws affecting CSOs in over 100 countries, including Kenya, where ICNL has worked for more than a decade. We work with a wide network of partners and experts to produce innovative research and analysis on legal topics affecting civil society.

In Kenya, ICNL's work focuses on strengthening the legal and regulatory framework governing civil society and the freedoms of association, assembly, expression and public participation by providing legal analysis, comparative research, and capacity-building training on laws and policies affecting CSOs. ICNL supports diverse Kenyan stakeholders by monitoring legal developments and emerging trends, offering technical assistance on legislative reform, and contributing to evidence-based advocacy aimed at preserving and expanding civic space. In recent years, some areas of focus have included the implementation of the Public Benefits Organisations (PBO) Act, balancing protections against money laundering and terrorism financing with civil society's right to an enabling legal environment, and strengthening digital rights and online freedoms, among others.

Scope of Work

The Consultant will support ICNL's Africa Program team through the following high-quality services:

- Providing technical assistance (comments, research, analysis) on legislation that affects civic freedoms in Kenya;
- Supporting ICNL's legal education and capacity building initiatives in Kenya and the broader East Africa region;
- Participating in meetings, conferences, and other events in Kenya and the region on behalf of the Africa Program and representing ICNL at meetings with government officials, civil society organizations and other stakeholders as required by ICNL;
- Organizing and administering ICNL law reform and civic space-related workshops, trainings, conferences and consultations, and general networking with stakeholders;
- Preparing and reviewing knowledge products developed by ICNL and its partners under various projects; and
- Supporting ICNL's program development in Kenya and the broader Africa region.

This consultancy will run through 31 December 2026.

Application Instructions

APPLICATION MATERIALS

Applicants must submit the following fully completed items with the Application Cover Sheet via email, with the subject "**ICNL Kenya Consultancy Application**" to africa@icnl.org. Applications will be considered on a rolling basis through February 16, 2026:

- Curriculum Vitae (CV) stating relevant work history and education, particularly other consultancies that you previously undertaken (no more than 3 pages);
- An application (no more than 3 pages) that addresses:
 - Applicant's qualifications and expertise for this consultancy (which should demonstrate how applicant meets the selection criteria listed below);
 - If more than one person will be involved in this consultancy, a description of who will undertake distinct aspects of the consultancy. ICNL reserves the right to approve or reject the use of any personnel; and

- Applicant's justified daily rate (in US Dollars). For additional personnel, please list each person who will be involved in the consultancy and their proposed daily rate.
- A recent sample of legal analysis or other technical legal assistance similar to the work envisaged under this Call.
- A recent sample of writing or research similar to the work envisaged under this Call.

QUALIFICATIONS

- Applicants are expected to be a lawyer based in Kenya, with deep knowledge of CSOs and networks within the country;
- Excellent knowledge and demonstrated experience working on civic space issues in Kenya (knowledge of civic space developments in the broader East Africa region will be an added advantage);
- Broad understanding of, and engagement with, the legal framework for civil society in Kenya, including familiarity with key legislation affecting association, assembly, expression and participation rights in Kenya;
- Experience engaging with other stakeholders, including government, private sector, development partners, foundations, and other funding partners;
- Excellent research, analytical, and writing skills;
- Commitment to producing high quality work product in a timely manner.

Selection Criteria

Applications will be evaluated based on the following factors:

- Compliance with eligibility requirements and application procedures;
- How well the applicant meets the above-listed qualifications; and
- Value for money.

Please note that ICNL is under no obligation to issue a consultancy and that only shortlisted candidates will be contacted.

PRIVACY POLICY NOTICE: The International Center for Not-for-Profit Law (ICNL) takes your privacy very seriously. Our privacy policy explains how we use any data we collect and presents clear guidelines on how our information can be used appropriately. It can be accessed here: <https://www.icnl.org/privacy-policy>.

Application Cover Sheet

Please complete the cover sheet and submit it, along with your application and supporting documents, to africa@icnl.org. Please ensure that the subject of your email is **"ICNL Kenya Consultancy Application."**

Full Name:

Position:

Organization (if relevant):

Mailing Address Line 1:

Mailing Address Line 2:

Mailing Address Line 3:

Country:

Email Address:

Telephone Number:

Click on the boxes below to indicate that you have properly completed the application.

- ☐ I have attached an application that is no more than three pages.
- ☐ I have attached the proposed consultant/s CV of no more than three pages.
- ☐ I have attached a sample legal analysis.
- ☐ I have attached a research sample.
- ☐ I have provided a daily rate, with justification.