



GENERAL MANAGER

Location: Nairobi or Lamu

Full time position: start date as soon as possible

Reporting to: Chair of the Steering Committee

Lamu Environment Foundation (LEF), a (Kenyan Charity established in 2021) supports local environmental projects to protect, preserve and restore nature in Lamu county now, and for the future. LEF raises funds from individuals, businesses and grantmakers to advance community-led environmental conservation projects in the following thematic areas: Land Regeneration and Restoration; Marine Conservation, Biodiversity protection, Mangrove Conservation and Solid Waste Management.

LEF knows that it is only by working with local communities and indigenous peoples that we can restore and protect ecosystems in the long term. LEF has recently conducted an impact assessment across our grantee portfolio and identified areas of strength and areas for improvement; and we are developing a Theory of Change which guides the organisation's activities 2025-2027.

LEF is affiliated to the Conservation Collective, a UK charity set up in 2020 by Ben Goldsmith. [Conservation Collective](#) is a global environmental charity network on a mission to protect and restore the wild places we know and love. Conservation Collective acts as a central hub providing oversight, management, and support 20 local Foundations, so that they can fund grassroots projects to deliver tangible impact.

LEF is seeking a motivated, dynamic and ambitious general manager to be responsible for all LEF activities in the Lamu Archipelago. The general manager will grow LEF's programme of activities and fundraising base so that we can expand our impact on conservation and livelihoods across the Lamu archipelago's unique coastal, marine and terrestrial landscapes working with grassroots communities and conservation partners. This role is key in helping LEF monitor our environmental projects in Lamu and consistently improve the quality, scale, and impact of the work we fund.

If you are self-driven, excited about working with communities to make a difference to a globally unique ecosystem, have the legal right to work in Kenya, have over 4 years of conservation management experience and you are ready to join a small and growing organisation, please apply.

Key Responsibilities

- Lead day-to-day operations, finance, and strategy implementation
- Oversee all LEF-funded projects and impact monitoring
- Build relationships with communities, donors, government, and partners
- Working with the Executive Committee, grow and manage LEF's fundraising pipeline
- Supervise staff and report to the LEF Executive Committee every 2 months
- Represent LEF locally, nationally, and internationally
- Serving as the primary point of contact for collaboration between LEF, its board and the Conservation Collective

Who We're Looking For

- 4+ years' leadership experience in conservation, environmental, tourism, agriculture sectors
- A degree in a relevant field (Master's preferred)
- Strong financial management, compliance and reporting skills
- Proven ability to fundraise and build strategic partnerships
- Comfortable working independently and remotely
- Strong communication skills in English (Kiswahili desirable)
- High computer literacy (ideally with experience using Canva, WordPress, Salesforce, etc.)
- Ability to ensure streamlined, focused and integrated conservation programs
- Experience with finance, HR, communications and IT systems.

Desirable Experience

- M&E systems and results-based project design
- Community engagement and stakeholder management
- Knowledge of biodiversity, marine conservation, or climate change
- Familiarity with donor reporting and grant writing

Remuneration commensurate with experience, but in the region of Ksh 250,000 per month

How to Apply

Please send a 2-page CV (with contact details of 2 referees) and a 1-page cover letter to beckym@edelweisshr.co.uk explaining why you're the ideal candidate.