



REPUBLIC OF KENYA

OFFICE OF THE PRIME CABINET SECRETARY AND MINISTRY OF
FOREIGN AND DIASPORA AFFAIRS
STATE DEPARTMENT FOR SCIENCE, RESEARCH AND INNOVATION

CAREER GUIDELINE FOR RESEARCH SCIENTISTS



APPROVED BY PUBLIC SERVICE COMMISSION

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APPROVED BY PSC

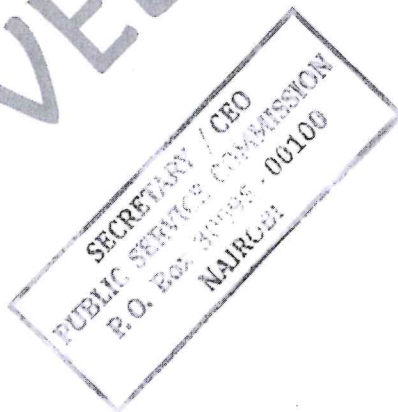
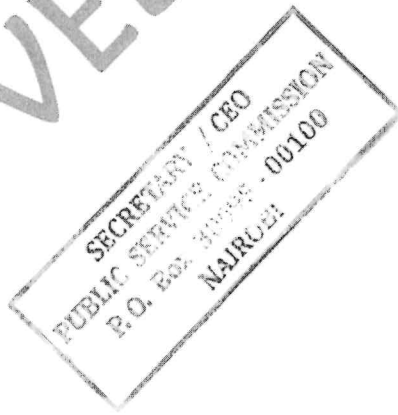


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SECTION 1: INTRODUCTION

This Section provides for the general provisions that form the basic foundation for the development of this Career Guideline.

1.1: AIMS AND OBJECTIVES

- (i) To provide for a well-defined career structure, which will attract, motivate and facilitate retention of suitably qualified Research Scientists with appropriate ability, ambition, and integrity to perform;
- (ii) To provide for guidance through clearly defined job descriptions and specifications with clear delineation of duties and responsibilities at all levels within the career structure that will enable officers understand the job requirements and demands;
- (iii) To establish uniform norms, standards and procedures for recruitment, training and advancement within the career structure based on qualifications, knowledge of the job, merit and ability as reflected in work performance and results; and
- (iv) To ensure appropriate career planning and succession management.

1.2: Responsibility for Administration

This Career Guideline will be administered by the Authorized Officer responsible for Science, Research and Innovation function in conjunction with the Public Service Commission. In administering this guideline, the Authorized Officer will ensure that the provisions of the guideline are strictly observed for fair and equitable treatment of staff.

1.3: Training Scope

In administering the Career Guideline, the Authorized Officer responsible for Science, Research and Innovation function will ensure that appropriate induction, training opportunities and facilities are provided to assist serving officers acquire the necessary additional qualifications/specializations and experience required for both efficient and effective performance of their duties and advancement within the Career Guideline. Officers should also be encouraged to undertake training privately for self-development. However, in all matters of training the Principal Secretary administering the Career Guideline will consult the Public Service Commission.

1.4: Provision of Posts

Career Guidelines do not constitute authority for creation of post(s). Any additional post(s) required under the new grading structure must be included in the State Department's establishment proposal for consideration and approval by the Public Service Commission.

1.5: Serving Officers

This refers to officers who are currently occupying positions and serving in this cadre. Serving Officers will adopt and convert as appropriate to the new grading structure and designations/job titles provided in the Career Guideline, though they may not be in possession of the requisite minimum qualifications and/or experience specified for the current grade. However, for advancement to higher grades, officers must be in possession of the minimum requisite qualifications and/or experience prescribed for those grades.

1.6: Incremental Credit

Incremental credits for approved experience acquired after obtaining the prescribed minimum qualifications for the grade may be awarded at the rate of one increment for each completed year of approved experience, provided the maximum of the grade is not exceeded. In awarding incremental credit(s), any period of service or experience stipulated as the basic requirement for appointment to a particular grade will be excluded.

1.7: Advancement within the Career Guideline

The Career Guideline set out the minimum qualifications and/or experience required for advancement from one grade to another. It is emphasized, however, that these are the minimum requirements that entitle officers to be considered for appointment to the next grades. In addition, advancement from one grade to another will depend on: -

- (i) existence of a vacancy in the authorized establishment;
- (ii) merit and ability as reflected in work performance and results; and
- (iii) approval of the Public Service Commission.

1.8: Direct Appointment

Direct appointment refers to an appointment to the entry grades. In exceptional circumstances, direct appointment may be made beyond the entry grades by the Public Service Commission on the recommendation of the Authorized Officer responsible for Science, Research and Innovation function, provided the candidate has the minimum requisite qualifications and experience required for the particular grade.

1.9: Recognised Qualifications

Recognized qualifications as spelt out in these Career Guidelines will be those attained from recognized institutions, colleges and the Government-approved Examination Bodies. These will include, among others: -

- (i) Recognized Universities and Institutions.
- (ii) Kenya National Examinations Council (KNEC).
- (iii) Kenya Schools of Government (KSG).

- (iv) Any other accredited institutions by the Commission for University Education (CUE) or the relevant Government Departments as examining bodies.
- (v) Any foreign acquired qualification will have to be recognized and equated by relevant Government bodies.

1.10: Compliance

All candidates/officers shall be required to fulfil the requirements of Chapter Six (6) of the Constitution of Kenya (CoK) before appointment to a successful job application.

1.11: Implementation of the Carer Guideline

This Career Guideline will become operational with effect from the date of approval by the Public Service Commission and shall supersede any other existing Career Guideline. On implementation, all serving officers will automatically become members of the Career Guideline.

1.12: Review of Career Guideline

The Career Guideline may be reviewed after five (5) years or before the stipulated time as may be necessary.

1.13: Job and Appointment Specifications

This Career Guideline cater for various grades whose Job Descriptions and Person Specifications are stipulated in the rest of this document.

SECTION 2: JOB AND APPOINTMENT SPECIFICATIONS

2.1: CAREER GUIDELINE FOR RESEARCH SCIENTISTS

(a) Job Purpose

The cadre is responsible for undertaking and coordinating innovation management; research and development; partnerships and resource mobilization; knowledge management and commercialization; science and technology promotion; and emerging and frontier technologies in support of a coordinated, evidence-driven and nationally responsive science, research and innovation ecosystem.

(b) Functions

The functions of the cadre will entail: -

Innovation Management

- (i) Develop, implement and review innovation management policies, strategies, guidelines, frameworks, standards, programmes and projects.
- (ii) Develop and implement mechanisms for strengthening Kenya's innovation ecosystem through national and global partnerships.
- (iii) Coordinate the design and implementation of innovation programmes and projects that support start-ups, entrepreneurs, grassroots innovations, infrastructure and mentorship.
- (iv) Establish innovation clusters to foster innovation and competitiveness through collaboration, knowledge sharing and a supportive ecosystem.
- (v) Develop reward schemes and other incentives for researchers and innovators.
- (vi) Promote acquisition and utilization of Intellectual Property Rights for research outputs and innovations.
- (vii) Foster linkages between research institutions, communities, industry and academia for advancement of innovation and creativity.
- (viii) Promote the development, documentation and preservation of indigenous technology, value addition, adaptation and innovation.
- (ix) Establish and maintain innovation hubs and incubation centres to nurture, develop and upscale innovations.

Research and Development

- (i) Develop, implement and review policies, strategies, guidelines and standards for research and development.
- (ii) Coordinate compilation of national research and development performance indicators.
- (iii) Promote collaborative research among Government research institutions, academia, industry and indigenous communities.
- (iv) Facilitate provision of research extension and consultancy services.
- (v) Spearhead translation and dissemination of research findings for policy, industry and

community use.

- (vi) Establish and utilise research hubs and centres of excellence.
- (vii) Establish a multi-stakeholder research ecosystem to align research resources with national priorities.
- (viii) Build communities of practice in research and development.
- (ix) Coordinate establishment and maintenance of national repositories and databases for preservation and accessibility of research outputs.
- (x) Facilitate capacity-building initiatives for researchers and institutions, including training, mentorship and preservation of indigenous knowledge.
- (xi) Promote ethical, participatory and community-based research through appropriate ethical review protocols.
- (xii) Promote gender, equity and inclusion in research processes and governance.
- (xiii) Monitor and evaluate performance and impact of publicly funded research.

Partnerships and Resource Mobilization

- (i) Develop, implement and review policies, strategies and guidelines on partnerships and resource mobilization.
- (ii) Develop, implement and review an integrated framework for collaboration among research institutions, academia and industry.
- (iii) Coordinate funding mechanisms and incentives for science, research and innovation programmes and projects in collaboration with stakeholders.
- (iv) Promote collaboration and strategic partnerships for science, research and innovation within Government agencies, counties, the private sector and industry.
- (v) Devise mechanisms for exploring funding sources and mobilise resources for science, research and innovation programmes and projects.
- (vi) Promote science diplomacy through international collaboration and linkages with strategic missions.
- (vii) Develop and implement strategies for utilisation private sector financing of science, research and innovation programmes and projects.
- (viii) Oversee management of grants, donations and endowments for science, research and innovation.
- (ix) Build and maintain relationships and linkages with ministries, departments and agencies, counties, partners, collaborators and other stakeholders.
- (x) Coordinate development of Memoranda of Understanding, agreements and contracts relating to science, research and innovation programmes and projects.
- (xi) Foster public-private partnerships and international collaborations to advance scientific knowledge, research and innovation.
- (xii) Monitor, evaluate and report on the status and results of resource mobilisation.

Knowledge Management and Commercialization

- (i) Develop, implement and review policies, frameworks, strategies, guidelines and standards for knowledge management and commercialization.
- (ii) Establish and maintain an integrated knowledge management information system on the national science, technology and innovation profile.
- (iii) Establish, utilise, maintain and update a National Science, Technology and Innovation Observatory.
- (iv) Promote access to scientific data and knowledge for policymakers, stakeholders and the public.
- (v) Promote academia-industry linkages and public-private partnerships to enhance commercialisation of research outcomes and technology transfer.
- (vi) Promote international collaborations and knowledge networks for knowledge management and commercialization.
- (vii) Identify, protect and facilitate utilisation of intellectual assets through acquisition and management of Intellectual Property Rights.
- (viii) Develop, implement and review knowledge management and commercialization infrastructure frameworks.
- (ix) Translate and communicate research data to inform socio-economic policies, strategies, practices and value chains.
- (x) Analyse knowledge management gaps and identify opportunities for commercialization.

Science and Technology Promotion

- (i) Formulate, implement and review policies, frameworks, strategies, guidelines and standards for science and technology promotion.
- (ii) Promote and coordinate scientific and technological programmes and projects that support local initiatives.
- (iii) Develop a national strategy for science communication and public engagement with science and technology.
- (iv) Promote science communication through public engagement platforms.
- (v) Establish national science and technology infrastructure needs.
- (vi) Foster scientific research and technology development to address socio-economic challenges.
- (vii) Coordinate feasibility and technical studies and science and technology impact assessments on socio-economic development.
- (viii) Integrate indigenous and traditional knowledge into science and technology for sustainable national development.
- (ix) Enhance capacity of education institutions to provide STEM education in liaison with the Ministry responsible for Education.
- (x) Organise science and technology dissemination forums, including workshops, conferences,

- seminars and symposiums.
- (xi) Implement monitoring and evaluation mechanisms to track progress and assess impact of science, technology and innovation programmes.
 - (xii) Provide information on science and technology advancements to the public and policymakers.
 - (xiii) Develop and implement programmes to create awareness on benefits of science, technology and applications.

Emerging and Frontier Technologies

- (i) Develop, implement and review policies, frameworks, strategies, guidelines and standards on emerging and frontier technologies.
- (ii) Identify and analyse technological gaps within national development programmes and recommend frontier technology solutions.
- (iii) Advise on infrastructure requirements necessary for development and uptake of emerging and frontier technologies.
- (iv) Build skills, expertise and talent for adoption and development of emerging technologies.
- (v) Develop initiatives to establish infrastructure for adoption and integration of emerging technologies.
- (vi) Coordinate integration of indigenous and traditional knowledge systems with emerging technologies to promote socio-economic growth.
- (vii) Establish and sustain partnerships to leverage global advancements in frontier technologies for national benefit.

(c) Grading Structure and Scope

This Career Guideline establishes five (5) grades of Research Scientists who will be designated and graded as follows: -

Research Scientists

DESIGNATION	CSG
Principal Research Scientist	8
Assistant Director, Research	7
Deputy Director, Research	6
Director, Research	5
Secretary, Research	4

(d) Recognised Qualifications

The following are the recognised qualifications for the purpose of this career guidelines: -

- (i) Bachelor's Degree in any of the following disciplines: Science (Biology, Chemistry, Physics, Mathematics, Soil and Land Use Management); Biochemistry; Microbiology; Biotechnology; Environmental Science; Environmental Studies; Natural Resources;

Forestry; Forestry and Agroforestry; Agriculture; Agribusiness Management; Agricultural Education and Extension; Food Science and Technology; Computer Science; Information Technology; Software Engineering; Informatics; Data Science; Information Systems; Medical Laboratory Sciences; Biomedical Science; Public Health; Health Systems Management; Economics; Economics and Statistics; Statistics; Education; Arts; Geology; Geophysics; Geochemistry; Applied Animal Laboratory Science; Food Operations Management; Agricultural Biotechnology; Nursing or equivalent qualification from a recognised institution.

- (ii) Master's Degree in any of the following disciplines: Science (Botany, Zoology, Chemistry, Physics or Mathematics); Statistics; Biostatistics; Biochemistry; Microbiology; Biotechnology; Hydrobiology; Entomology; Environmental Science; Environmental Studies; Applied Statistics; Environmental Governance; Climate Change; Forestry; Wildlife Management; Agriculture; Agronomy; Animal Science; Agricultural Economics; Food Science and Technology; Computer Science; Information Technology; Data Science; Cyber Security; Artificial Intelligence; Innovation and Entrepreneurship; Information Systems; Knowledge Management; Intellectual Property Management; Technology Transfer; Project Management; Public Health; Epidemiology; Medical Laboratory Sciences; Biomedical Science; Economics; Development Studies; Public Policy; Monitoring and Evaluation; Nuclear Science; Space Science; Astronomy; Nanotechnology or equivalent qualification from a recognised institution.
- (iii) Certificate in any of the following areas, where applicable: Intellectual Property Management; Innovation Management; Technology Transfer; Commercialization; Research Methods; Research Data Governance; Grant and Proposal Writing; Resource Mobilization; Knowledge Management; Artificial Intelligence; Quantum Technologies; Biotechnology Regulation; Digital Transformation; Open Science or Innovation Ecosystems from a recognised institution.
- (iv) Management Course lasting not less than four (4) weeks from a recognised institution.
- (v) Leadership Course lasting not less four (4) weeks from a recognised institution;
- (vi) Membership to a relevant professional body and in good standing, where applicable.
- (vii) Proficiency in computer applications.

Job and Person Specifications

2.1.1 Principal Research Scientist, CSG8

An officer at this level may be deployed in any of the functional areas provided for under this Career Guideline

(a) Job Description

Duties and responsibilities at this level will entail: -

Innovation Management

- (i) Collecting, collating and analysing data to inform the development and review of innovation management policies, strategies, guidelines and programmes;
- (ii) Identifying, scouting, mapping and documenting viable innovations, start-ups, entrepreneurs, grassroots innovations, infrastructure and mentorship needs;
- (iii) Analysing and grouping related innovations into thematic clusters and maintaining updated innovation cluster records;
- (iv) Identifying potential funding sources, investors and support institutions for innovation activities;
- (v) Sensitising innovators and researchers on Intellectual Property Rights, innovation support mechanisms and available incentives;
- (vi) Mapping and documenting indigenous technologies for preservation, value addition, adaptation and innovation;
- (vii) Organising innovation awareness programmes, exhibitions, conferences, symposiums and other platforms for showcasing innovations and exchanging ideas; and
- (viii) Identifying innovations with potential for replication, adaptation, incubation, acceleration and scaling.

Research and Development

- (i) Collecting, collating, analysing and interpreting data to inform the development and review of research and development policies, strategies, guidelines and standards;
- (ii) Compiling research and development performance information, indicators, inventories and analytical reports;
- (iii) Facilitating implementation of collaborative research activities involving Government research institutions, academia, industry and communities;
- (iv) Providing research extension, consultancy and technical advisory services;
- (v) Translating, packaging and disseminating research findings for policy, industry and community use;

- (vi) Maintaining research repositories, databases, records and information on research outputs, institutions and programmes;
- (vii) Facilitating capacity-building, mentorship, communities of practice and knowledge exchange initiatives for researchers and institutions; and
- (viii) Monitoring implementation, ethical compliance, gender responsiveness, performance and impact of publicly funded research programmes.

Partnerships and Resource Mobilization

- (i) Collecting and analysing information to inform the development and review of partnership and resource mobilisation policies, strategies and guidelines;
- (ii) Mapping prospective partners, collaborators, donors, foundations, investors and funding opportunities for science, research and innovation;
- (iii) Preparing grant proposals, concept notes, funding applications and resource mobilisation materials;
- (iv) Maintaining databases and records on partners, grants, donations, endowments, funding calls and collaboration opportunities;
- (v) Organising stakeholder engagements, partnership meetings, donor consultations and science diplomacy activities;
- (vi) Preparing, reviewing and tracking Memoranda of Understanding, agreements and contracts;
- (vii) Monitoring implementation of partnership programmes, grants and funded projects and compiling performance reports; and
- (viii) Maintaining communication and undertaking follow-up with Government agencies, counties, the private sector, industry and development partners.

Knowledge Management and Commercialization

- (i) Collecting, validating, analysing and disseminating science, technology and innovation data and knowledge products;
- (ii) Maintaining and updating knowledge management information systems, repositories, databases and the National Science, Technology and Innovation Observatory;
- (iii) Identifying, documenting and profiling research outputs, technologies, innovations and intellectual assets with commercial potential;
- (iv) Facilitating Intellectual Property identification, protection, registration, valuation and utilisation processes;
- (v) Preparing research translation, knowledge communication and policy uptake materials;
- (vi) Mapping academia-industry linkages, technology transfer partners, entrepreneurs, investors and commercialisation opportunities;

- (vii) Facilitating technology transfer, licensing, incubation, market assessment and commercialisation activities; and
- (viii) Monitoring the use, accessibility, uptake and impact of knowledge products, intellectual assets and commercialised research outputs.

Science and Technology Promotion

- (i) Collecting, collating and analysing information to inform the development and review of science and technology promotion policies, strategies, guidelines and standards;
- (ii) Implementing science and technology programmes and projects supporting local initiatives and socio-economic development;
- (iii) Developing and implementing science communication, public engagement and awareness programmes;
- (iv) Assessing and documenting science and technology infrastructure needs and local technology development initiatives;
- (v) Undertaking feasibility studies, technical studies and science and technology impact assessments;
- (vi) Documenting and facilitating the integration of indigenous and traditional knowledge into science and technology programmes;
- (vii) Implementing STEM capacity-development activities and organising dissemination forums, exhibitions, conferences, seminars and symposiums; and
- (viii) Monitoring implementation and impact of science and technology promotion programmes and preparing technical reports and briefs.

Emerging and Frontier Technologies

- (i) Collecting, collating and analysing data on emerging and frontier technologies and related national development applications;
- (ii) Implementing approved policies, strategies, guidelines and frameworks on emerging and frontier technologies;
- (iii) Assessing programme-level technology needs, identifying technology gaps and preparing gap analysis reports;
- (iv) Mapping existing technological infrastructure and documenting technical requirements for emerging technology adoption;
- (v) Identifying and proposing initiatives for development of infrastructure supporting the adoption and integration of emerging technologies;
- (vi) Assessing skills, expertise and talent gaps and facilitating capacity-building activities;
- (vii) Mapping and analysing indigenous and traditional knowledge relevant to emerging and frontier technologies; and

- (viii) Identifying partnership opportunities and facilitating the exchange of knowledge on global technology advancements.

(b) Person Specifications

For appointment to this grade an officer must have: -

- (i) Cumulative nine (9) years' relevant work experience in research;
- (ii) Bachelor's Degree in any of the following disciplines: Science (Biology, Chemistry, Physics, Mathematics, Soil and Land Use Management); Biochemistry; Microbiology; Biotechnology; Environmental Science; Environmental Studies; Natural Resources; Forestry; Forestry and Agroforestry; Agriculture; Agribusiness Management; Agricultural Education and Extension; Food Science and Technology; Computer Science; Information Technology; Software Engineering; Informatics; Data Science; Information Systems; Medical Laboratory Sciences; Biomedical Science; Public Health; Health Systems Management; Economics; Economics and Statistics; Statistics; Education; Arts; Geology; Geophysics; Geochemistry; Applied Animal Laboratory Science; Food Operations Management; Agricultural Biotechnology; Nursing or equivalent qualification from a recognised institution;
- (iii) Management course lasting not less than four (4) weeks from a recognised institution;
- (iv) Membership to a relevant professional body where applicable and in good standing;
- (v) Proficiency in computer applications; and
- (vi) Shown merit and ability as reflected in work performance and results.

2.1.2 Assistant Director, Research, CSG 7

An officer at this level will be responsible for managing the assigned functional area and may be deployed in any of the functional areas provided for under this Career Guideline.

(a) Job Description

Duties and responsibilities at this level will entail:

Innovation Management

- (i) Managing drafting, validation, implementation and monitoring of innovation management policies, strategies, guidelines and frameworks;
- (ii) Coordinating scouting, documentation, evaluation and prioritisation of innovations within and across thematic clusters;
- (iii) Managing design and implementation of innovation programmes and projects supporting start-ups, entrepreneurs, grassroots innovations, infrastructure and mentorship;
- (iv) Coordinating establishment and operationalisation of innovation clusters, hubs and incubation centres;
- (v) Managing development and implementation of reward schemes and other incentives for

researchers and innovators;

- (vi) Coordinating identification of research outputs and innovations with Intellectual Property potential and implementation of related outreach programmes;
- (vii) Managing programmes for documenting, preserving, integrating and modernising indigenous knowledge and technologies; and
- (viii) Coordinating stakeholder fora, feedback mechanisms and partnerships that advance innovation, creativity, replication, adaptation and learning.

Research and Development

- (i) Managing drafting, validation, implementation and review of research and development policies, strategies, guidelines and standards;
- (ii) Coordinating development and application of national research and development indicators and performance measurement frameworks;
- (iii) Managing collaborative research programmes among Government research institutions, academia, industry and communities;
- (iv) Coordinating research extension, consultancy, technical advisory and research translation services;
- (v) Managing establishment and operation of research hubs, centres of excellence, communities of practice and multi-stakeholder research platforms;
- (vi) Coordinating establishment, maintenance and utilisation of national research repositories, databases and information systems;
- (vii) Managing research capacity development, mentorship, ethical review, gender, equity and inclusion initiatives; and
- (viii) Reviewing programme reports, research outputs, performance information and impact evaluation findings and recommending improvement measures.

Partnerships and Resource Mobilization

- (i) Managing drafting, validation, implementation and review of partnership and resource mobilisation policies, strategies, guidelines and frameworks;
- (ii) Coordinating identification, appraisal and prioritisation of funding opportunities and prospective partners;
- (iii) Managing development of grant proposals, concept notes, funding applications and resource mobilisation campaigns;
- (iv) Coordinating establishment and operation of collaboration frameworks among research institutions, academia, industry, Government and counties;
- (v) Managing negotiation, preparation, implementation and monitoring of Memoranda of Understanding, agreements and contracts;
- (vi) Coordinating management and reporting of grants, donations, endowments and

- partnership resources;
- (vii) Managing science diplomacy, international collaboration and strategic mission linkages; and
 - (viii) Reviewing partnership and resource mobilisation performance, risks, compliance and results and recommending corrective measures.

Knowledge Management and Commercialization

- (i) Managing drafting, validation, implementation and review of knowledge management and commercialization policies, strategies, guidelines and standards;
- (ii) Coordinating operation and continuous improvement of knowledge management information systems, repositories, databases and the National Science, Technology and Innovation Observatory;
- (iii) Managing identification, documentation, protection, valuation and utilisation of intellectual assets arising from research and innovation;
- (iv) Coordinating research translation, synthesis, communication and dissemination for policy, industry, community and public use;
- (v) Managing academia-industry linkages, public-private partnerships, knowledge networks and international collaboration for technology transfer;
- (vi) Coordinating market, feasibility, value chain and commercial potential assessments for research outputs and technologies;
- (vii) Managing licensing, incubation, technology transfer and commercialisation support arrangements; and
- (viii) Reviewing performance, accessibility, uptake and impact of knowledge management and commercialization programmes and recommending improvement measures.

Science and Technology Promotion

- (i) Managing drafting, validation, implementation and review of science and technology promotion policies, frameworks, strategies, guidelines and standards;
- (ii) Coordinating scientific and technological programmes and projects that support local initiatives and address socio-economic challenges;
- (iii) Managing science communication, public engagement, dissemination and awareness creation programmes;
- (iv) Coordinating assessment and development of national science and technology infrastructure and support platforms;
- (v) Managing feasibility studies, technical studies and science and technology impact assessments and interpreting findings for programme improvement;
- (vi) Coordinating integration and ethical documentation of indigenous and traditional knowledge in science and technology initiatives;

- (vii) Managing partnerships and capacity development programmes for STEM education and science and technology institutions; and
- (viii) Reviewing programme monitoring and evaluation findings, impact information, reports and recommendations.

Emerging and Frontier Technologies

- (i) Managing drafting, validation, implementation and review of policies, frameworks, strategies, guidelines and standards on emerging and frontier technologies;
- (ii) Coordinating identification, assessment and prioritisation of emerging technologies for responsible national adoption;
- (iii) Managing technology gap assessments and interpretation of findings for programme and policy improvement;
- (iv) Coordinating infrastructure needs assessments and institutional readiness reviews for emerging and frontier technologies;
- (v) Managing skills development programmes and preparation of technical training materials for emerging technology applications;
- (vi) Coordinating stakeholder engagement and tracking implementation of infrastructure initiatives for adoption and integration;
- (vii) Managing validation and integration of indigenous and traditional knowledge with emerging technologies; and
- (viii) Coordinating collaboration proposals, partnership programmes and knowledge exchange on emerging and frontier technologies.

(b) Person Specifications

For appointment to this grade, an officer must have:

- (i) Cumulative twelve (12) years' relevant work experience, three (3) of which should have been at the grade of Principal Research Scientist or in a comparable position;
- (ii) Bachelor's Degree in any of the following disciplines: Science (Biology, Chemistry, Physics, Mathematics, Soil and Land Use Management); Biochemistry; Microbiology; Biotechnology; Environmental Science; Environmental Studies; Natural Resources; Forestry; Forestry and Agroforestry; Agriculture; Agribusiness Management; Agricultural Education and Extension; Food Science and Technology; Computer Science; Information Technology; Software Engineering; Informatics; Data Science; Information Systems; Medical Laboratory Sciences; Biomedical Science; Public Health; Health Systems Management; Economics; Economics and Statistics; Statistics; Education; Arts; Geology; Geophysics; Geochemistry; Applied Animal Laboratory Science; Food Operations Management; Agricultural Biotechnology; Nursing or equivalent qualification from a recognised institution;

- (iii) Master's Degree in any of the following disciplines: Science (Botany, Zoology, Chemistry, Physics or Mathematics); Statistics; Biostatistics; Biochemistry; Microbiology; Biotechnology; Hydrobiology; Entomology; Environmental Science; Environmental Studies; Applied Statistics; Environmental Governance; Climate Change; Forestry; Wildlife Management; Agriculture; Agronomy; Animal Science; Agricultural Economics; Food Science and Technology; Computer Science; Information Technology; Data Science; Cyber Security; Artificial Intelligence; Innovation and Entrepreneurship; Information Systems; Knowledge Management; Intellectual Property Management; Technology Transfer; Project Management; Public Health; Epidemiology; Medical Laboratory Sciences; Biomedical Science; Economics; Development Studies; Public Policy; Monitoring and Evaluation; Nuclear Science; Space Science; Astronomy; Nanotechnology or equivalent qualification from a recognised institution;
- (iv) Certificate in any of the following areas, where applicable: Intellectual Property Management; Innovation Management; Technology Transfer; Commercialization; Research Methods; Research Data Governance; Grant and Proposal Writing; Resource Mobilization; Knowledge Management; Artificial Intelligence; Quantum Technologies; Biotechnology Regulation; Digital Transformation; Open Science or Innovation Ecosystems from a recognised institution;
- (v) Leadership Course lasting not less than four (4) weeks from a recognised institution;
- (vi) Membership to a relevant professional body and in good standing, where applicable;
- (vii) Proficiency in computer applications; and
- (viii) Shown merit and ability as reflected in work performance and results.

2.1.3 Deputy Director, Research, CSG 6

An officer at this level will provide technical leadership in the assigned portfolio and may be deployed in any of the functional areas provided for under this Career Guideline.

(a) Job Description

Duties and responsibilities at this level will entail: -

Innovation Management

- (i) Coordinating development, implementation and review of innovation management policies, strategies, guidelines, frameworks, standards, programmes and projects;
- (ii) Coordinating development and implementation of sustainable financial, material and non-material support frameworks for innovation management;
- (iii) Providing technical leadership in identification and resolution of innovation policy, institutional, infrastructure and ecosystem gaps;
- (iv) Coordinating national programmes supporting start-ups, entrepreneurs, grassroots innovations, mentorship and innovation infrastructure;
- (v) Overseeing establishment and performance of innovation clusters, hubs, incubation

- centres and related support platforms;
- (vi) Coordinating development and implementation of reward schemes, Intellectual Property support mechanisms and innovation awareness programmes;
- (vii) Overseeing programmes for integration of indigenous and traditional knowledge systems into modern innovation practices and ethical use; and
- (viii) Coordinating collaboration among research institutions, communities, industry, academia, investors and development partners and preparing reports, briefs and concept notes on innovation management.

Research and Development

- (i) Coordinating development, implementation and review of national research and development policies, strategies, guidelines, standards, programmes and projects;
- (ii) Providing technical leadership in determination of national research priorities and alignment of research resources with national development goals;
- (iii) Coordinating national research and development performance indicators, repositories, databases, inventories and analytical reports;
- (iv) Overseeing collaborative research, research extension, consultancy and research translation arrangements involving Government, academia, industry and communities;
- (v) Coordinating establishment and performance of research hubs, centres of excellence, communities of practice and multi-stakeholder research ecosystems;
- (vi) Overseeing capacity development, mentorship, ethical research, indigenous knowledge, gender, equity and inclusion programmes;
- (vii) Coordinating monitoring and evaluation of publicly funded research programmes, institutions, outputs and impacts; and
- (viii) Preparing policy briefs, technical reports and advisory recommendations on national research and development performance and emerging priorities.

Partnerships and Resource Mobilization

- (i) Coordinating development, implementation and review of policies, strategies, guidelines and integrated frameworks for partnerships and resource mobilisation;
- (ii) Providing technical leadership in identification and diversification of funding sources for science, research and innovation programmes;
- (iii) Coordinating national funding mechanisms, incentives and private sector participation in financing science, research and innovation;
- (iv) Overseeing development, negotiation, implementation and performance of strategic partnerships, public-private partnerships and international collaborations;
- (v) Coordinating preparation and quality assurance of grant proposals, concept notes, funding applications, Memoranda of Understanding, agreements and contracts;

- (vi) Overseeing management, compliance, accountability and reporting of grants, donations, endowments and mobilised resources;
- (vii) Coordinating science diplomacy and linkages with strategic missions, foundations, philanthropic funders, institutional donors and development partners; and
- (viii) Monitoring partnership and resource mobilisation performance and preparing strategic reports, briefs and recommendations.

Knowledge Management and Commercialization

- (i) Coordinating development, implementation and review of policies, frameworks, strategies, guidelines and standards for knowledge management and commercialization;
- (ii) Providing technical leadership in establishment, operation and integration of national knowledge management systems, repositories and the Science, Technology and Innovation Observatory;
- (iii) Coordinating national arrangements for identification, protection, valuation, management and utilisation of intellectual assets;
- (iv) Overseeing research translation and communication of scientific data and evidence for policy, industry, value chains, communities and the public;
- (v) Coordinating academia-industry linkages, public-private partnerships, international collaboration and knowledge networks;
- (vi) Overseeing market assessment, technology transfer, licensing, incubation, investment readiness and commercialisation of research outputs;
- (vii) Coordinating development and implementation of knowledge management and commercialisation infrastructure and support frameworks; and
- (viii) Monitoring programme performance, knowledge access, uptake, revenue potential, socio-economic impact and emerging commercialisation opportunities.

Science and Technology Promotion

- (i) Coordinating development, implementation and review of policies, frameworks, strategies, guidelines and standards for science and technology promotion;
- (ii) Providing technical leadership in national science and technology programmes and projects supporting local initiatives and socio-economic development;
- (iii) Coordinating national science communication, public engagement, dissemination and awareness strategies;
- (iv) Overseeing assessment, development and utilisation of national science and technology infrastructure, science parks, hubs and incubators;
- (v) Coordinating feasibility studies, technical studies and science and technology impact assessments and advising on their implications;
- (vi) Overseeing ethical documentation and integration of indigenous and traditional

- knowledge into science and technology programmes;
- (vii) Coordinating partnerships, resource mobilisation and capacity development for STEM education and science and technology institutions; and
- (viii) Monitoring performance and impact of science and technology programmes and preparing policy briefs and advisory recommendations.

Emerging and Frontier Technologies

- (i) Coordinating development, implementation and review of policies, frameworks, strategies, guidelines and standards on emerging and frontier technologies;
- (ii) Providing technical leadership in identification and resolution of policy, technology, infrastructure, skills and institutional readiness gaps;
- (iii) Coordinating development of frameworks for safe, ethical and responsible adoption of emerging and frontier technologies;
- (iv) Overseeing national infrastructure gap assessments and initiatives for adoption, integration and scaling of emerging technologies;
- (v) Coordinating talent development strategies and programmes for building national skills and expertise in frontier technology areas;
- (vi) Overseeing scaling of pilot technologies from research and development to real-world applications;
- (vii) Coordinating integration of indigenous and traditional knowledge systems with emerging and frontier technologies; and
- (viii) Establishing and sustaining strategic national and international partnerships to leverage global technology advancements.

(b) Person Specifications

For appointment to this grade, an officer must have:

- (i) Cumulative fifteen (15) years' relevant work experience, three (3) of which should have been at the grade of Assistant Director, Research, or in a comparable position;
- (ii) Bachelor's Degree in any of the following disciplines: Science (Biology, Chemistry, Physics, Mathematics, Soil and Land Use Management); Biochemistry; Microbiology; Biotechnology; Environmental Science; Environmental Studies; Natural Resources; Forestry; Forestry and Agroforestry; Agriculture; Agribusiness Management; Agricultural Education and Extension; Food Science and Technology; Computer Science; Information Technology; Software Engineering; Informatics; Data Science; Information Systems; Medical Laboratory Sciences; Biomedical Science; Public Health; Health Systems Management; Economics; Economics and Statistics; Statistics; Education; Arts; Geology; Geophysics; Geochemistry; Applied Animal Laboratory Science; Food Operations Management; Agricultural Biotechnology; Nursing or equivalent qualification from a recognised institution;

- (iii) Master's Degree in any of the following disciplines: Science (Botany, Zoology, Chemistry, Physics or Mathematics); Statistics; Biostatistics; Biochemistry; Microbiology; Biotechnology; Hydrobiology; Entomology; Environmental Science; Environmental Studies; Applied Statistics; Environmental Governance; Climate Change; Forestry; Wildlife Management; Agriculture; Agronomy; Animal Science; Agricultural Economics; Food Science and Technology; Computer Science; Information Technology; Data Science; Cyber Security; Artificial Intelligence; Innovation and Entrepreneurship; Information Systems; Knowledge Management; Intellectual Property Management; Technology Transfer; Project Management; Public Health; Epidemiology; Medical Laboratory Sciences; Biomedical Science; Economics; Development Studies; Public Policy; Monitoring and Evaluation; Nuclear Science; Space Science; Astronomy; Nanotechnology or equivalent qualification from a recognised institution;
- (iv) A Doctor of Philosophy (PhD) Degree in the relevant discipline and scientific publications in peer-reviewed journals or book chapters will be an added advantage;
- (v) Certificate in any of the following areas, where applicable: Intellectual Property Management; Innovation Management; Technology Transfer; Commercialization; Research Methods; Research Data Governance; Grant and Proposal Writing; Resource Mobilization; Knowledge Management; Artificial Intelligence; Quantum Technologies; Biotechnology Regulation; Digital Transformation; Open Science or Innovation Ecosystems from a recognised institution;
- (vi) Leadership Course lasting not less than four (4) weeks from a recognised institution;
- (vii) Membership to a relevant professional body and in good standing, where applicable;
- (viii) Proficiency in computer applications; and
- (ix) Demonstrated managerial, administrative and professional competence in work performance and results.

2.1.4 Director, Research, CSG 5

An officer at this level will provide technical leadership in the assigned portfolio and may be deployed in any of the functional areas provided for under this Career Guideline.

(a) Job Description

Duties and Responsibilities will entail: -

Innovation Management

- (i) Coordinating development, implementation and review of policies, strategies, guidelines, frameworks, standards, programmes and projects for innovation management;
- (ii) Coordinating development and implementation of sustainable financial, material and non-material support frameworks for innovation management;
- (iii) Spearheading national programmes supporting start-ups, entrepreneurs, grassroots

- innovations, mentorship and innovation infrastructure;
- (iv) Initiating partnerships with academia, research institutions, industry, investors and development partners to strengthen the innovation ecosystem;
 - (v) Coordinating development and implementation of reward schemes and incentives for researchers and innovators;
 - (vi) Overseeing programmes that promote identification, protection and utilization of Intellectual Property Rights arising from research outputs and innovations;
 - (vii) Coordinating development and implementation of frameworks for integrating indigenous and traditional knowledge systems into modern innovation practices and ethical use;
 - (viii) Overseeing documentation, preservation, utilization, value addition and commercial application of indigenous technologies;
 - (ix) Coordinating multi-stakeholder, conferences, symposiums, exhibitions, fairs and seminars that promote innovation and creativity;
 - (x) Promoting replication, adaptation, incubation, acceleration and scaling of viable innovations;
 - (xi) Coordinating national and international collaboration and resource mobilisation for innovation programmes and projects;
 - (xii) Monitoring implementation, performance, quality and impact of innovation management programmes and recommending corrective measures; and
 - (xiii) Advising the Secretary on innovation ecosystem development, Intellectual Property, technology transfer and commercialisation matters.

Research and Development

- (i) Coordinating development, implementation and review of national policies, strategies, guidelines, standards, programmes and projects for research and development;
- (ii) Coordinating determination and periodic review of the national research agenda and priority research areas aligned to national development goals;
- (iii) Overseeing development and application of national research and development indicators and performance measurement frameworks;
- (iv) Spearheading collaborative research among Government research institutions, academia, industry, communities and international partners;
- (v) Coordinating research extension, consultancy, technical advisory and research translation mechanisms;
- (vi) Overseeing establishment and utilization of research hubs, centres of excellence, communities of practice and multi-stakeholder research platforms;
- (vii) Coordinating establishment and maintenance of national repositories, databases and inventories for research outputs and institutional information;
- (viii) Promoting ethical, participatory and community-based research and integration of

indigenous knowledge;

- (ix) Coordinating capacity development, mentorship and institutional strengthening programmes for researchers and research institutions;
- (x) Promoting gender, equity and inclusion in research processes, programmes and governance;
- (xi) Coordinating monitoring and evaluation of publicly funded research programmes, institutions, outputs and impacts;
- (xii) Promoting uptake of research evidence in public policy, industry, value chains and community development;
- (xiii) Mobilising partnerships and resources for national research and development programmes; and
- (xiv) Advising the Secretary on research policy, national priorities, performance, impact and emerging research issues.

Partnerships and Resource Mobilisation

- (i) Coordinating development, implementation and review of policies, strategies, guidelines and integrated frameworks for partnerships and resource mobilisation;
- (ii) Spearheading diversification of funding sources and mobilisation of financial, technical and institutional resources for science, research and innovation programmes;
- (iii) Coordinating national funding mechanisms, incentives and private sector participation in financing science, research and innovation;
- (iv) Overseeing strategic partnerships among Government agencies, counties, research institutions, academia, industry, private sector and development partners;
- (v) Spearheading public-private partnerships and international collaborations that advance scientific knowledge, research and innovation;
- (vi) Coordinating science diplomacy and linkages with strategic missions, foundations, philanthropic funders and institutional donors;
- (vii) Overseeing development, negotiation, execution and performance of Memoranda of Understanding, agreements and contracts;
- (viii) Coordinating preparation and quality assurance of grant proposals, concept notes, funding applications and resource mobilisation campaigns;
- (ix) Overseeing management, compliance, accountability and reporting of grants, donations, endowments and other 22tilizati resources;
- (x) Maintaining strategic relationships with ministries, departments and agencies, counties, partners, collaborators and other stakeholders;
- (xi) Coordinating development of partnership and resource mobilisation databases, pipelines, performance indicators and risk registers;
- (xii) Monitoring and evaluating performance, sustainability and impact of partnership and resource mobilisation initiatives; and

- (xiii) Advising the Secretary on funding opportunities, partnership priorities, donor relations, science diplomacy and resource mobilisation performance.

Knowledge Management and Commercialisation

- (i) Coordinating development, implementation and review of policies, frameworks, strategies, guidelines and standards for knowledge management and commercialization;
- (ii) Overseeing establishment, utilization and continuous improvement of integrated national knowledge management information systems and repositories;
- (iii) Coordinating establishment, maintenance and updating of the National Science, Technology and Innovation Observatory;
- (iv) Promoting access to scientific data, evidence and knowledge products by policymakers, industry, stakeholders and the public;
- (v) Spearheading research translation and communication of scientific evidence to inform policy, practice, productivity and value chain development;
- (vi) Overseeing identification, protection, valuation, management and utilization of intellectual assets arising from research and innovation;
- (vii) Coordinating academia-industry linkages, public-private partnerships, knowledge networks and international collaboration for technology transfer;
- (viii) Overseeing market assessment, investment readiness, licensing, incubation, technology transfer and commercialisation of research outputs;
- (ix) Coordinating development and implementation of knowledge management and commercialisation infrastructure and support frameworks;
- (x) Promoting entrepreneurship, venture engagement and investment in research-based products, services and technologies;
- (xi) Monitoring accessibility, uptake, performance, revenue potential and socio-economic impact of knowledge products and utilization outputs; and
- (xii) Advising the Secretary on intellectual asset management, research translation, technology transfer, commercialisation and national knowledge gaps.

Science and Technology

- (i) Coordinating formulation, implementation and review of policies, frameworks, strategies, guidelines and standards for science and technology promotion;
- (ii) Spearheading national scientific and technological programmes and projects supporting local initiatives and addressing socio-economic challenges;
- (iii) Coordinating development and implementation of the national science communication and public engagement strategy;
- (iv) Promoting science communication, dissemination, public awareness and access to information on science and technology advancements;
- (v) Overseeing assessment, utilization and development of national science and

- technology infrastructure;
- (vi) Promoting science parks, hubs and incubators that bridge academic research and commercial application;
 - (vii) Coordinating feasibility studies, technical studies and science and technology impact assessments and advising stakeholders on findings;
 - (viii) Overseeing ethical documentation and integration of indigenous and traditional knowledge into science and technology programmes;
 - (ix) Coordinating partnerships and resource mobilisation for STEM education and institutional capacity development;
 - (x) Organising national and international science and technology forums, workshops, conferences, seminars, symposiums and exhibitions;
 - (xi) Coordinating monitoring and evaluation of science and technology programmes and recommending strategic adjustments;
 - (xii) Promoting partnerships, funding and policy support for scalable science and technology solutions; and
 - (xiii) Advising the Secretary on science and technology promotion, infrastructure, public engagement and programme impact.

Emerging Frontiers Technology

- (i) Coordinating development, implementation and review of policies, frameworks, strategies, guidelines and standards on emerging and frontier technologies;
- (ii) Leading national technology gap assessments and recommending practical technological solutions to policymakers;
- (iii) Advising on investment priorities and allocation of resources towards high-impact emerging and frontier technologies;
- (iv) Advising on infrastructure requirements necessary for development and uptake of emerging and frontier technologies;
- (v) Coordinating institutional capacity development, skills, expertise and talent initiatives for emerging technology adoption;
- (vi) Overseeing development and implementation of initiatives for infrastructure supporting adoption and integration of emerging technologies;
- (vii) Mobilising resources for emerging and frontier technology infrastructure, programmes and projects;
- (viii) Coordinating integration of indigenous and traditional knowledge systems with emerging technologies;
- (ix) Spearheading utilization and awareness programmes on responsible application of emerging and frontier technologies;
- (x) Coordinating national and international partnerships and knowledge exchange in frontier technology areas;
- (xi) Establishing monitoring and evaluation frameworks for effectiveness and impact of

- frontier technology programmes and projects;
- (xii) Fostering collaboration among Government, private sector, academia, research institutions and other stakeholders to facilitate technology deployment; and
 - (xiii) Advising the Secretary on emerging technology policy, investment, infrastructure, skills, partnerships and programme performance.

(b) Person Specifications

For appointment to this grade, an officer must have: -

- (i) Cumulative fifteen (15) years' relevant work experience, three (3) of which should have been at the grade of Deputy Director, Research, or in a comparable position in the relevant portfolio;
- (ii) Bachelor's Degree in any of the following disciplines: Science (Biology, Chemistry, Physics, Mathematics, Soil and Land Use Management); Biochemistry; Microbiology; Biotechnology; Environmental Science; Environmental Studies; Natural Resources; Forestry; Forestry and Agroforestry; Agriculture; Agribusiness Management; Agricultural Education and Extension; Food Science and Technology; Computer Science; Information Technology; Software Engineering; Informatics; Data Science; Information Systems; Medical Laboratory Sciences; Biomedical Science; Public Health; Health Systems Management; Economics; Economics and Statistics; Statistics; Education; Arts; Geology; Geophysics; Geochemistry; Applied Animal Laboratory Science; Food Operations Management; Agricultural Biotechnology; Nursing or equivalent qualification from a recognised institution;
- (iii) Master's Degree in any of the following disciplines: Science (Botany, Zoology, Chemistry, Physics or Mathematics); Statistics; Biostatistics; Biochemistry; Microbiology; Biotechnology; Hydrobiology; Entomology; Environmental Science; Environmental Studies; Applied Statistics; Environmental Governance; Climate Change; Forestry; Wildlife Management; Agriculture; Agronomy; Animal Science; Agricultural Economics; Food Science and Technology; Computer Science; Information Technology; Data Science; Cyber Security; Artificial Intelligence; Innovation and Entrepreneurship; Information Systems; Knowledge Management; Intellectual Property Management; Technology Transfer; Project Management; Public Health; Epidemiology; Medical Laboratory Sciences; Biomedical Science; Economics; Development Studies; Public Policy; Monitoring and Evaluation; Nuclear Science; Space Science; Astronomy; Nanotechnology or equivalent qualification from a recognised institution;
- (iv) A Doctor of Philosophy (PhD) Degree and scientific publications in peer-reviewed journals or book chapters will be an added advantage;
- (v) Certificate in any of the following areas, where applicable: Intellectual Property Management; Innovation Management; Technology Transfer; Commercialization; Research Methods; Research Data Governance; Grant and Proposal Writing; Resource

Mobilization; Knowledge Management; Artificial Intelligence; Quantum Technologies; Biotechnology Regulation; Digital Transformation; Open Science or Innovation Ecosystems from a recognised institution;

- (vi) Leadership Course lasting not less than four (4) weeks from a recognised institution;
- (vii) Membership to a relevant professional body and in good standing, where applicable;
- (viii) Proficiency in computer applications;
- (ix) Demonstrated professional competence, managerial and leadership capability in work performance and results; and
- (x) Thorough understanding of national development policies, goals and objectives and ability to relate them to the research function.

2.1.5 Secretary, Research 4

An officer at this level will be responsible for managing the assigned functional area and may be deployed in any of the functional areas provided for under this Career Guideline.

(a) Job Description

Duties and responsibilities at this level entails: -

Innovation and Commercialisation

- (i) Overseeing the development, implementation and review of policies, strategies, guidelines and standards for research, innovation and commercialization;
- (ii) Providing strategic leadership in the development and implementation of policies, frameworks, and governance structures, on Intellectual Property, commercialization and bilateral and multilateral partnerships to sustain international collaboration and commercialization initiatives;
- (iii) Overseeing the development, implementation and review a framework for upscaling and replication of research outputs and innovations;
- (iv) Providing strategic leadership in knowledge management and research translation agenda at the national level;
- (v) Providing leadership on innovation clusters to foster innovation and competitiveness through collaboration, knowledge sharing, and a supportive ecosystem;
- (vi) Spearheading collaborative research engagement with industry, research institutions, academia, both locally and internationally;
- (vii) Coordinating the determination of the national research agenda and priority areas for research and development that are aligned to national development goals;
- (viii) Overseeing the development and implementation of mechanisms for strengthening Kenya's innovation ecosystem;
- (ix) Steering the innovation ecosystem and entrepreneurship by providing resources, infrastructure and mentorship for startup and innovators;

- (x) Spearheading the development and implementation of reward schemes to incentivize researchers and innovators;
- (xi) Overseeing multi-stakeholder I, conferences, symposiums, seminars and policy dialogues for research and innovation;
- (xii) Leading the establishment of research, development and Innovation indicators for evidence-based policy- and decision-making;
- (xiii) Overseeing the integration of indigenous and traditional knowledge systems into modern innovation practices;
- (xiv) Promoting acquisition of Intellectual Property Rights for research outputs and innovations;
- (xv) Fostering a culture of innovation and creativity, replication, adaptation, learning and encourage inventions for sustainable social-economic development;
- (xvi) Spearheading the establishment and support for interdisciplinary research groups, national research, databases and centres of excellence to advance research and innovation;
- (xvii) Championing the integration of science-based evidence into policy formulation, strategic planning, productivity improvement, value chain development, and public service delivery;
- (xviii) Recommending for signing negotiated Memoranda of Understanding, Agreements and contracts that relate to science, research and innovation programmes and projects;
- (xix) Providing incentives for research, innovation and commercialization;
- (xx) Advocating for public-private partnerships, knowledge exchange, technology transfer and joint research activities;
- (xxi) Steering national and international partnerships and collaborations to expand access to scientific knowledge and ensure its application in national productivity, efficiency, innovation, and socio-economic transformation; and
- (xxii) Spearheading the establishment and strengthening of global partnerships to share knowledge and technology, ensuring inclusive progress.

Science and Technology

- (i) Leading development, implementation and review legislations, policies, frameworks, strategies, guidelines, standards; programmes and projects for science and technology;
- (ii) Promoting scientific and technological advancement in priority areas of development for the country;
- (iii) Promoting science communication to raise awareness on scientific developments and bridge the gap between scientists and the public;
- (iv) Overseeing the development of expertise and talents to support the development of new technologies;
- (v) Spearheading the development and implementation of programmes and initiatives for strengthening scientific and technological capabilities through manpower training,

- infrastructure and institutional building;
- (vi) Establishing and overseeing the maintenance global Science and Technology partnerships by facilitating joint research projects, exchange programmes and rapid adoption of evidence-based solutions to national, regional and global challenges
 - (vii) Overseeing the conduct of science and technology assessments, feasibility and technical studies to inform decision making;
 - (viii) Partnering with the Ministry responsible for ICT, in development and implementation of guidelines and standards to guide ethical use of new and emerging technologies for societal benefit;
 - (ix) Coordinating the integration of indigenous and traditional knowledge into Science and Technology for social economic growth;
 - (x) Steering the establishment and management hubs and centres of excellence to advance scientific and technological progress;
 - (xi) Leading the monitoring and evaluation of the adoption and implementation of the National Science and Technology plans, policies, programmes, projects and initiatives;
 - (xii) Initiating the establishment and maintenance of a National Skills Inventory and audit for Science and Technology;
 - (xiii) Providing strategic leadership in the establishment of a database on the status of the National Science and Technology human resource capacity and skills in science, engineering, and technology in relation to the job market needs;
 - (xiv) Liaising with the Ministry of Education to promote experiential learning, innovation, creativity and attraction into (Science, Technology, Engineering, Arts and Mathematics (STEAM) related disciplines through well-coordinated programmes from early childhood, primary and secondary levels of education; and
 - (xv) Overseeing the develop and implementation of programmes and scholarships to nurture a talented pool of researchers and scientists

(b) Person Specifications

For appointment to this grade, an officer must have:

- (i) At least fifteen (15) years cumulative experience, three (3) of which must have been at the grade of Director or in a comparable position;
- (ii) Bachelor's Degree in any of the following disciplines: Science (Biology, Chemistry, Physics, Mathematics, Soil and Land Use Management); Biochemistry; Microbiology; Biotechnology; Environmental Science; Environmental Studies; Natural Resources; Forestry; Forestry and Agroforestry; Agriculture; Agribusiness Management; Agricultural Education and Extension; Food Science and Technology; Computer Science; Information Technology; Software Engineering; Informatics; Data Science; Information Systems; Medical Laboratory Sciences; Biomedical Science; Public Health; Health Systems Management; Economics; Economics and Statistics; Statistics; Education; Arts; Geology;

Geophysics; Geochemistry; Applied Animal Laboratory Science; Food Operations Management; Agricultural Biotechnology; Nursing or equivalent qualification from a recognised institution;

- (iii) Master's Degree in any of the following disciplines: Science (Botany, Zoology, Chemistry, Physics or Mathematics); Statistics; Biostatistics; Biochemistry; Microbiology; Biotechnology; Hydrobiology; Entomology; Environmental Science; Environmental Studies; Applied Statistics; Environmental Governance; Climate Change; Forestry; Wildlife Management; Agriculture; Agronomy; Animal Science; Agricultural Economics; Food Science and Technology; Computer Science; Information Technology; Data Science; Cyber Security; Artificial Intelligence; Innovation and Entrepreneurship; Information Systems; Knowledge Management; Intellectual Property Management; Technology Transfer; Project Management; Public Health; Epidemiology; Medical Laboratory Sciences; Biomedical Science; Economics; Development Studies; Public Policy; Monitoring and Evaluation; Nuclear Science; Space Science; Astronomy; Nanotechnology or equivalent qualification from a recognised institution;
- (iv) A Doctor of Philosophy (PhD) Degree and scientific publications in peer-reviewed journals or book chapters will be an added advantage;
- (v) Certificate in any of the following areas, where applicable: Intellectual Property Management; Innovation Management; Technology Transfer; Commercialization; Research Methods; Research Data Governance; Grant and Proposal Writing; Resource Mobilization; Knowledge Management; Artificial Intelligence; Quantum Technologies; Biotechnology Regulation; Digital Transformation; Open Science or Innovation Ecosystems from a recognised institution;
- (vi) Leadership Course lasting not less than four (4) weeks from a recognised institution;
- (vii) Membership to a relevant professional body and in good standing, where applicable;
- (viii) Proficiency in computer applications;
- (ix) Demonstrated professional competence, managerial and leadership capability in work performance and results; and
- (x) Exhibit a thorough understanding of the provision of national development policies, goals and objectives and ability to relate them to the science, research and function.

