

Seed Global Health (Seed) envisions a world in which every country is strengthened by a robust health workforce to best meet the health needs of its population. Seed's mission is to educate a rising generation of health professionals to strengthen access to quality care with a goal of saving lives and improving health. Seed is unique in its approach by focusing on the education and training of doctors, nurses and midwives. By training health care professionals and health educators, Seed seeks to empower current and future generations of health providers so that good health is not the privilege of a few, but the right of all.

Seed focuses on strengthening the education, practice, and policy of the local professional health workforce in Africa. Seed's core strategy and primary entry point centers on placing skilled and qualified educators at partner institutions for a minimum of one academic year. Seed also supports educators and partner institutions through a diverse and complementary package of services aimed at advancing health professional education in the classroom and clinical setting. By investing in long-term partnerships for improved health professional education, we help to create a stronger, more sustainable health workforce that is both locally led and better able to meet local health needs.

For more information, please visit [www.seedglobalhealth.org](http://www.seedglobalhealth.org)

Seed is seeking to hire a full-time staff member on a one (1) year contract seconded to the Ministry of Health, Human Resource Management Department to provide Human Resources for Health technical assistance.

### **Position Summary**

<b>Title:</b>	<b>Human Resource Planning Technical Advisor</b>
<b>Reports to:</b>	Commissioner, Human Resource Management
<b>Job purpose:</b>	To provide technical assistance to MOH for human resource planning, policy research and analysis, capacity building, succession planning and health workforce analysis.

### **Key result areas**

The key result areas for the Human Resource Planning Technical Advisor are:

- a) Development of Human Resource Plans
- b) Conducting health workforce analysis / HRH Audits
- c) Development of HRH attraction and retention strategies
- d) Development of capacity building plans
- e) Development of succession plans
- f) Construction and application of statistical models that predict demand and supply .

## **Key duties and responsibilities**

The key duties and responsibilities for the Human Resource Planning Technical Advisor are to provide technical assistance to Ministry of Health to:

- a) Develop long-term HRH strategic plans that respond to national and district workforce needs aligned with the Health Sector Development Plan (HSDP)
- b) Carry out annual health workforce analysis to generate data for evidence-based HRH planning and accountability
- c) Support country level counterparts and stakeholders in the public and private sectors in reviewing, developing and strengthening systems for HRH policy analysis, assessments and planning at the national and district levels
- d) Establish and maintain multi sectoral mechanisms to analyze the HRH workforce needs, funding demands and develop solutions that are aligned with MOH vision, policies and plans
- e) Conduct HRH audits
- f) Develop / review HRH attraction and retention strategy
- g) Develop capacity of senior staff in designing and implementing succession plans, including conducting pre-retirement training
- h) Undertake HRH policy research and analysis to ensure conformity with overall national policies

## **Person Specifications**

### **Academic qualifications**

- a) Must possess a relevant degree from a recognized university / institution
- b) Must possess a postgraduate qualification in the area of Human Resource Planning and Management from a recognized university / institution
- c) Computer skills in Microsoft Office Applications and Statistical Data Packages

### **Work Experience**

- a) A minimum of eight years' experience in developing human resource plans, policies and strategies in a complex and changing environment
- b) Knowledge of relevant HRH planning tools and models applicable in Uganda
- c) Proven ability to carry out economic analysis of HRH issues; and sound costing of interventions to motivate resource allocation for HRH
- d) Conversant with the GOU HRM systems and processes
- e) Advocacy experience and skills to articulate the need for long-term HRH support

## **Competencies**

The Human Resource Planning Technical Advisor should have the following technical and behavioral competencies:

**Innovation** - Develops new, better or significantly different ideas, methods, solutions or initiatives that result in improvement of MOH performance and meeting objectives, results and commitments.

**Accountability** - Holds self and others accountable for all work activities, research and personal actions and decisions; follows through on commitments and focuses on those activities that have the greatest impact on meeting measurable high quality results for MOH success. Exercises ethical practices, respectful words and behaviors, and equitable treatment of others in all activities.

**Service Excellence** - Knowledge of and ability to put into action customer service concepts, processes and techniques to access internal and/or external client needs and expectations and meet or exceed those needs and expectations through providing excellent service directly or indirectly.

**Client Relationship Management** - Knowledge and ability to determine and satisfy current client needs and maintain a partnering relationship during engagements; includes influencing, communicating, presenting, facilitating, Build and manage new relationships and collaborative alliances.

**Effective Communication (Oral and Written)** - Understands effective communication concepts, tools and techniques; ability to effectively transmit, explain complex technical concepts in simple, clear language appropriate to the audience; and receive, and accurately interpret ideas, information, and needs through the application of appropriate communication behaviors.

**Strategic Thinking** - Applies organizational knowledge to identify and maintain focus on key success factors for MOH while recognizing, anticipating and resolving organizational challenges. Ability to develop organization- and industry-specific expertise and apply sound decision-making processes to reach productive resolutions that translates strategy into actionable business plans.

## **Working Conditions**

- Will be based Kampala, Uganda (Ministry of Health, Headquarters)
- Will be working in an office environment with about 30% domestic travel

## **Mode of Application**

Interested applicants should apply online at: [www.seedglobalhealth.org/about/jobs](http://www.seedglobalhealth.org/about/jobs)

Closing date for applications is October 23, 2018

Only shortlisted candidates will be contacted for interviews.

*Seed is an equal opportunity employer.*