



JOB DESCRIPTION

IDENTIFICATION	
JOB TITLE	Talent and Organizational Development Manager
REPORTING TO	Head of Talent Management
DIRECTORATE	Human Resource
PHYSICAL LOCATION	Nairobi, Kenya

Amref Health Africa was founded in 1957 and has since grown to become the largest African-based international health development organization, currently implementing more than 120 programs, directly reaching more than 12 million people across 35 African countries. Headquartered in Nairobi, Kenya, Amref Health Africa has offices in ten countries in Africa and an additional eleven advocacy and fundraising offices in Europe and North America. In the spirit of Ubuntu, partnership and networking are key elements of our approach. Amref has a staff complement of over 1,500.

Amref Health Africa is driven by its vision of ***'Lasting health change in Africa'*** and its mission ***'To catalyze and drive community-led and people-centered health systems while addressing social determinants of health'***. We believe that the power to transform Africa's health lies within its communities, and therefore strive to ensure that health systems are not only functional but that communities are empowered to hold these systems accountable for the delivery of quality and affordable health care.

JOB PURPOSE

As one of the core members of the Talent Management team, the Talent and Organizational Development Manager will be responsible for designing and implementing high quality talent, learning and organizational development programs that promote excellence and boost employee growth and performance globally as we work on developing Amref employees' capacity and expertise to meet Amref Health Africa Vision and Mission. Reporting to the Head of Talent Management, this position will focus on succession planning, leadership and team development, coaching, employee engagement and the use of the appropriate talent management and leadership tools and practices to drive performance excellence at Amref.

Amref is seeking a Talent and Organizational Development Manager who is passionate about designing and implementing high quality learning and organizational development programmes that promote excellence and boost employee growth and performance globally as we work to achieve the organization's mission. This position reports into the Head of Talent and is a key member of our Global Human Resources (GHR) team.

KEY RESPONSIBILITIES

KEY AREA	ACTIVITIES
Global Talent, Learning and Development Programmes	<ul style="list-style-type: none"> Under guidance of the Head of Talent Management, support the development and implementation of the global and regional Talent, L&D initiatives. Design and facilitate workshops and/or key interventions for individual departments and employee groups as needed. Establish and manage external partnerships that support talent development and organizational effectiveness such as workshop facilitators, executive coaches, consultants, and other key service providers Be part of the L&D community, actively collaborating with ideas on new solutions, external benchmarks and learning technologies.

Talent Management	<ul style="list-style-type: none"> • Design and execute strategic, high impact talent management practices such as the annual talent review and succession planning process with senior leadership, the performance management process, and the periodic peer feedback process. • Work with leaders across the organization to identify succession gaps and develop talent development and retention strategies. • Support execution of employee promotion and career-pathing initiatives. Assess global mobility opportunities and facilitate the implementation of the staff mobility programme between Amref offices. • Refine existing talent management policies, systems and processes, and set up new processes as required.
Organizational Well-Being	<ul style="list-style-type: none"> • Drive the development and implementation of a comprehensive DEIB strategy by defining targets, developing a work plan, and crafting DEIB related organizational communication. • Gain insights to enhance leadership and organization culture, support in the identification of bottlenecks and propose developments through analysis, feedback and recommendations for action. • Together with the Head of Talent, supervise global employee engagement initiatives and other culture-aligned initiatives. Partner with key internal stakeholders to support and guide these initiatives.
Data Analytics	<ul style="list-style-type: none"> • Utilize leadership development strategies, data, tools, and processes to identify employee learning requirements and competency gaps by conducting a talent assessment.
Performance Management	<ul style="list-style-type: none"> • Review the performance appraisal and advise the Head of Talent on performance-related issues and provide guidance to leaders on calibrating performance in the iLead system.
Budget	<ul style="list-style-type: none"> • Provide support in preparation and consolidation of Talent, Learning and Development budgets for headquarters and countries.

Required Qualification

Education

- Bachelor's degree in Human Resources, Organizational Development or closely related field. Master's degree is an added advantage
- Member of IHRM with a practising certificate
- Relevant training and/or certification is an added advantage

Experience

- Minimum of 6 (six) years of experience with at least four (4) years in talent management, organizational development or leadership development
- Experience in a fast-paced, complex and matrix organization
- In-depth knowledge of Talent, Learning and Development principles and practises

SKILLS, ABILITIES AND COMPETENCIES

- Familiarity with e-learning platforms and practices
- Demonstrable commitment to the promotion of diversity
- Demonstrated commitment to continuous personal development, excellence and impact
- Strong presentation and facilitation skills with a range of audiences and levels of experience



- Ability to manage multiple projects to ensure on-time delivery and quality using both internal and external resources
- Ability to build good relationships and partnerships
- Ability to make logical, well-balanced and reasoned decisions
- Ability to proactively develop team dynamics and performance, ensuring quality standards are consistently achieved.
- Flexible and pragmatic with the ability to deal with ambiguity
- Excellent written and oral communication skills
- Excellent organizational skills
- Emotional resilience
- Excellent problem-solving skills
- Energy, enthusiasm and confidence
- Willingness to work flexibly and travel as and when required
- People management skills
- Committed to people development and the organizational values and behaviours that underpins the Amref culture

HOW TO APPLY

Interested? Please visit our website <https://amref.org/vacancies/> to make your application. You will be directed to our online portal where you will need to create an account in order for you to be able to submit your application. Your application should include a cover letter detailing why you are the best fit for this position and your CV with relevant skills and experience. The closing date will be **October 04, 2023**. Only shortlisted candidates will be contacted.

Duly note that Amref Health Africa does not require applicants to pay any money at whatever stage of the recruitment and selection process and has not retained any agent in connection with recruitment. Although Amref may use different job boards from time to time to further spread its reach for applicants, all open vacancies are published on our website under the Vacancies page and on our official social media pages. Kindly also note that official emails from Amref Health Africa will arrive from an @amref.org address.

Amref Health Africa is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. Amref Health Africa is an equal opportunity employer and has a non-smoking environment policy.