



JOB DESCRIPTION

IDENTIFICATION	
JOB TITLE	Senior HR Business Partner
REPORTING TO	Country Director
DEPARTMENT/UNIT	Human Resources
DURATION OF CONTRACT	1 year
DUTY STATION	Addis Ababa, Ethiopia

Amref Health Africa was founded in 1957 and has since grown to become the largest African-based international health development organisation; currently implementing more than 180 programmes, reaching more than 40 million people across 35 African countries; and a staff complement of over 2,000. Headquartered in Nairobi, Kenya, Amref Health Africa has offices in ten countries in Africa – Burkina Faso, Ethiopia, Guinea (Conakry), Kenya, Malawi, Senegal, South Sudan, Tanzania, Uganda and Zambia. An additional eleven advocacy and fundraising offices are located in Europe and North America.

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-centred 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

Reporting to the Country Director, the Senior HR Business Partner will play a key role in developing and driving the People and Culture strategy and aligning them with the organization's overall mission and objectives. Collaborating with the leadership team, the role holder will lead the development and implementation of HR initiatives that foster a positive organizational culture, talent development, and employee engagement.

The role holder will provide expertise and guidance in the areas of culture & change management, coaching, talent assessment & development, succession planning, performance management and organizational design. A key objective will be to facilitate the development of a skilled and motivated workforce within Amref Ethiopia.

PRIMARY RESPONSIBILITIES

- Effectively engage with senior business leadership to understand key objectives, challenges, and opportunities and recommend People and Culture (P&C) priorities and initiatives to support the direction the organization is heading.

- Partner with leaders and their teams to provide coaching and counsel on matters related to organization design, organization development, workforce planning, talent management, and all aspects of the employee lifecycle.
- Drive and manage significant organizational change management and culture development initiatives that support the business in its growth objectives.
- Partner with senior leadership to embed a continuous focus on a high-performance culture to ensure our teams deliver high-impact results and to build a robust talent pipeline. Drive the performance management process, including target setting, performance, employee development and Talent Reviews.
- Oversee talent acquisition, ensuring the recruitment and onboarding of diverse, skilled professionals.
- Lead efforts to enhance employee engagement, satisfaction, and retention.
- Develop and implement strategies to foster a positive work culture and employee well-being.
- Develop and enforce HR policies in compliance with local and international regulations.
- Provide guidance on employment laws, ensuring legal compliance in all HR practices.
- Address employee relations matters effectively, ensuring a fair and respectful workplace.
- Mediate conflicts and provide coaching to employees and managers.

REQUIRED QUALIFICATIONS

Education and Professional Qualifications

- Bachelor's degree in Business, Psychology, or HR
- MS/MA in HR

Required Qualifications and Experience

- Ten (10) or more years of progressive HR experience
- Minimum of six (6) years of experience of HR Business Partnering experience
- 6 - 10 years of proven experience in strategic HR leadership and business partnership roles.
- Strong understanding of employment laws and regulations in relevant global markets.
- Ability to work autonomously, assess situations/make judgements based on practice or previous experience.
- Excellent ability to prioritize multiple demands & stakeholders in a fast-paced, demanding environment.
- Demonstrated experience in making strategic HR decisions, assessing leadership talent and effectively interfacing with high-level business and operations leaders.
- Strong presentation skills and facilitation experience needed to effectively deliver a variety of HR-related training programs to groups of managers and colleagues.
- Excellent interpersonal and communication skills.
- Google Suite/ MS Office (e.g. Excel, PowerPoint, Visio) proficiency

Knowledge, Skills and Competencies

- Strong facilitation, mentorship and coaching skills
- Experience in international/global workforce in African context and possess cross-cultural sensitivity, knowledge of and ability to work with people of diverse backgrounds
- Successful skills and ability to prioritize effectively and manage multiple projects in a fast paced and ever-changing multinational organization
- Ability to operate within a geographically dispersed organization

- Demonstrated computer literacy to include experience in talent management metrics
- Must be in full agreement and support of Amref's Core Values, to evaluate candidate's motivational fit for the organization.
- Second language such as, French is highly desirable
- Excellent communicator
- Well-organized
- A leader and strategic thinker