

Position: Human Resource Business Partner

Reporting to: Head of Human Resources, StrongMinds Uganda

Location: Kampala, Uganda

About StrongMinds

StrongMinds (www.strongminds.org) is an INGO that treats depression in women and adolescents in low-income communities in sub-Saharan Africa. Our rigorously tested group talk therapy model is delivered by trained lay community members, enabling us to rapidly reach tens of thousands of people each year. Since our founding in 2013, we have restored mental health to more than 170,000 women and adolescents in Uganda and Zambia. We are the only organization scaling a proven, cost-effective solution to the depression epidemic in sub-Saharan Africa.

About StrongMinds Uganda

StrongMinds Uganda (SMU), is a non-profit, non-governmental organization (Registration No.S.5914/11746) situated at Plot 30, Luthuli Rise Bugolobi, PO Box 35874, Kampala, Uganda. SMU's mandate is to improve the mental health of women in Uganda by implementing a simple, evidence-based, and cost-efficient model of group talk therapy, based on group interpersonal psychotherapy (IPT-G).

SMU has field presence in Lamwo, Kotido, Mbale, Wakiso, Mayuge, Mbarara, Mukono, Kampala, Iganga and Bugwere districts. SMU services can also be accessed virtually via *252# and select option 10 for free counseling over the phone.

Job Description:

The human resources (HR) business partner is a strategic liaison between human resources and the core organizational functions. They shall have a deep understanding of the business and ensure that HR supports SMU make an impact. Reporting to the Head, of Human resources and Administration, the HRBP integrates the HR function – focusing on people – with the core functional side of things to help StrongMinds reach its strategic milestones.

The HRBP is mainly client-facing (external and internal), which means that the HRBP shall be in direct touch with line managers. They shall be able to deliver value to the organization and drive decision-making processes, especially in times of change and disruption. They shall be tasked to ensure that all HR activities are strategically aligned with line manager priorities, our line managers have arguably the strongest understanding of the SMU mandate. By partnering with the line managers, HR shall set priorities in line with the mandate. In short, the HRBP, next to being an administrative expert and a champion for employees, shall also be a change agent and a strategic partner.

Responsibilities:

1. Being a coach and an internal consultant.

You shall be able to understand how current and future challenges affect the people at SMU. As an internal consultant, you shall come in with more knowledge about a subject than the internal and external clients—this means, you must stay up to date, communicate effectively with key stakeholders, and provide advice and coaching to them.

2. Putting business acumen to work.

Business acumen is an indispensable competency. You shall have the keenness and quickness in understanding and deal with an Organization's risk or opportunity in a way that leads to a good outcome. As HRBP you shall connect business challenges to HR activities and outcomes and help SMU tackle these challenges.

You shall be aware of our social footprint, and furthermore, understand the role of technology and possess a deep understanding of all relevant stakeholders.

3. Building a competitive organization.

We are a people-focused organization, and we are passionate about our employees, clients, donors, and liaisons. As per our values, we believe more in collaboration than competition. As such, we aim to build an organization that has the right client and value proposition. As HRBP you shall support us to succeed on both fronts. This shall be through strategizing, training, and adapting to make the mental health treatment model accessible to the vast majority (through scale and internationalization), as well as strategizing, training, and adapting to recruit and retain the best talent. You shall not only need an understanding of people but also of finance and operations to build a competitive organization.

4. Empowering leaders.

You shall work proactively with SMU leaders on various workforce challenges and strategies. Your effectiveness as the HRBP must empower leaders to make their own decisions and handle employee emergencies on their own. HR should be a backup for an emergency, not the first stop—and that begins with empowering leaders.

5. Using data to influence decisions.

Data is a crucial way to know if you are on the right track. Without it, you are guessing at decisions. As HRBP you shall use data strategically and can track KPI (Key Performance indicators=Keep People Informed) indicators and use them to drive performance.

This includes a strong contextual understanding of our operations as well as the local and cultural issues relevant to our areas of presence across the country.

6. Strengthening company culture and employee experience.

Focusing on people and on how cultural transformation can help achieve organizational goals is one of your core responsibilities. Furthermore, you shall be a big contributor to improving employee experience, as this is crucial for the success of SMU. This is how.

- You shall work closely with the programs team, ensuring a successful changeover from one cycle to another.
- As an Employee Mediator, Creates sustained solutions to individual employee challenges
- You shall maintain an effective level of business literacy to understand the current and future needs of SMU to provide proactive support and services aligned to the needs of different departments.
- Identify people's issues and suggests creative solutions.
- Maintain in-depth knowledge of legal /country requirements ensuring all employment legislation and standards are followed for regulatory and internal policy compliance.
- Manage and provide support for various employee relations services including performance counseling, employee grievances, exit interviews, and disciplinary actions as required in line with Employee Relations processes and procedures.
- Build relationships amongst staff to ensure strong employee relations; provide guidance and professional advice to all levels of the SMU staff
- Monitor the effectiveness of new and current HR initiatives; research, identify opportunities and recommend changes/enhancements of initiatives.
- Partner with the SLT and management committee to develop and ensure appropriate change and communication strategies.
- Lead the implementation of Performance and Reward programs, processes, and plans.
- Analyze and interpret People & Culture reports, metrics, and innovation as required and provide recommendations for decision-making.
- Partner with the Communications team to develop and ensure appropriate change and communication strategies.
- Build relationships with external support such as legal counsel, payroll support, etc.
- Work cross-functionally with Finance, MERL, CPA, and Programs to support an interdisciplinary team for better patient-centered healthcare.

Education:

University Degree and/or Graduate Degree (Master), preferably in Human Resources, Psychology or Organization Development, or a related field and/or equivalent combination is required.

Desired Qualifications, Skills, and Experience:

- Ability to effectively partner with the other leaders to develop and ensure efficiencies in support strategies and process re-engineering.

- Demonstrate a commitment to SMU's values and vision.
- Willing to adhere to our gender and safeguarding policies.
- Willingness to travel.

Core Competencies:

1. Data literacy

As HRBP, you shall need to understand data interpretation, collection, and creation. When creating guidelines for performance reviews, for instance, you shall need to do so in a manner that will collect usable data. You shall need to be able to read a dashboard and reports with complex data and act on that data, proactively.

2. Business acumen

As we've mentioned above, business acumen is not just about understanding finance principles but understanding risk and reward and organizational outcomes. We expect our HRP to understand both Africa and global mental health to be successful in the role. In other words, they need to be business savvy to be able to influence our strategic partnership.

3. Digital integration

You shall need the ability to leverage technology to increase efficiency and drive business results. Adopting the right technology improves the digital employee experience, which, in turn, increases engagement and communication. On the other hand, adopting the wrong technology can increase workloads, hinder productivity, and create disgruntled, frustrated employees.

4. People advocacy

Your first role shall be to support the SMU core mandate, which we believe shall be through advocating for our people. Companies cannot survive and succeed without good people who are treated fairly and rewarded for their good work. You shall be an advocate for employees and push back when needed. Doing this properly protects the SMU from lawsuits, unwanted turnover, and unhappy employees.

In addition to the four core competencies, you shall also be great at:

- I. **Excellent stakeholder management.** To get things done, you shall need to understand a little bit of the political landscape. You need to be aware of what others are aware of, and the interests and focus areas of different organizational aspects and all SMU leaders. For example, if there is consensus on challenges, it shall be much easier for you to come up with HR interventions that are supported by all, than when there is a lack of consensus.
- II. **Excellent communication and presentation skills.** To manage stakeholders effectively and to support the business through value-adding initiatives, you shall need excellent

communication and presentation skills. You shall be the connection between HR and the business, so it is their responsibility to pick up key signals.

- III. **Dealing with resistance.** In line with stakeholder management and communication skills, you shall be effective in dealing with resistance. Once opportunities for HR interventions are identified, HR and the SLT shall work closely together to implement these as well as they can.

Languages: Excellent written and spoken command of English.

The successful HR Business Partner will also be expected to embrace and role model the core values of StrongMinds:

- We are people focused.
- We think big and act fast.
- We are data driven.
- We do what we say and say what we do.
- We believe in collaboration, not competition.

Salary: Competitive salary commensurate with experience.

Start Date: Soonest.

Job Type: Full-time

Schedule: Monday to Friday

COVID-19 considerations:

StrongMinds strictly adheres to all CDC guidelines for Covid-19 protection.

To Apply:

Send résumé and short cover note to careersug@strongminds.org mentioning “**Human Resource Business Partner**” in the subject line. **Deadline:** 14th November 2022

StrongMinds values and respects your privacy. By applying for this opportunity, you hereby agree to the StrongMinds’ collection, use and disclosure of your personal information in accordance with its Privacy Policy.

Please note that StrongMinds may share your personal information with third-party agencies that support the organization’s recruitment activities, and such third-party agencies may contact you directly regarding this opportunity. If you have any questions or concerns, please do not hesitate to reach out presenting your concerns through the email above.



StrongMinds values the unique skills and experiences everyone brings to the organization, and we are committed to creating and maintaining an inclusive and accessible environment for everyone. Completion of satisfactory business references and background checks are essential conditions of employment.

For more information about our organization, please visit <http://www.strongminds.org>.