



We are hiring a Head of Talent

Exciting job opportunity with Africa's leading business accelerator

JOB DESCRIPTION: Head of Talent

About us:

GrowthAfrica is one of the continent's leading growth partners for entrepreneurs and we are looking for new talent to join our quest to grow the continent's promising impact enterprises into prosperous and successful contributors to our societies, creating much needed job opportunities, economic growth and social transformation.

We drive investment- and market-readiness through cohort-based programmes, projects and tailored support services to entrepreneurs across Africa. We work hard to ensure that entrepreneurial ventures increase their rate and scope of success, be it during the startup, growth or expansion stage.

Through access to capital, markets, technology and knowhow we have since 2002 supported over 2,000 businesses flourish. We focus on innovative and scalable post-revenue start-ups and growth SMEs led by ambitious entrepreneurs.

Headquartered in Nairobi, we currently run activities across Africa and are in an ambitious geographical expansion phase. You will join an international, passionate and ambitious team of 35 colleagues across 6 countries – and growing.

About the role:

As the Head of Talent, you will be responsible for designing and implementing our strategy for talent management and organisational development, which will be central to building our overall capacity to grow and deliver on our objectives and goals as an organisation as well as secure the right environment and values will secure employee engagement and excellence.

You are also in charge of providing leadership, support, advocacy and vision for GrowthAfrica talent acquisition and succession planning programmes. You will be entrusted with an ongoing quest to discover talent, build a strong employment brand and ensure great relationships with both candidates and employees- eventually across the continent.

You will also be responsible for executing job responsibilities with scope of talent management and organisation development programmes and processes, including but not limited to performance management, talent reviews, assessments and surveys, professional learning & development, leadership development, team building, performance & excellence recognition, and change management.

Your responsibilities will include:

- Driving talent management across the business- including talent development plans, supporting the business with talent acquisition, resource requirements, succession planning and employee development
- Driving and supporting the recruitment process to ensure GrowthAfrica job vacancies attract the right quality of candidates. Candidates who meet the requirements of each role but also who demonstrate the core GrowthAfrica values
- Develop and implement processes, programmes, and systems in support of talent management initiatives
- Support execution and measure effectiveness of talent management programmes and processes. Understand information needs of internal stakeholders (leadership, finance & operations, communications and catalysts) and determine requirements

- Administer talent management programmes and systems according to GrowthAfrica’s policies and processes. This includes developing and maintaining reference, learning and other support resources for defined talent management programmes and processes
- Serve as a key point of contact for human resource related issues and talent management programmes, addressing and resolving questions and requests in a timely and professional manner
- Maintain functional knowledge of legal requirements related to day to day management of employees, reducing legal risks and ensuring regulatory compliance
- Support entrepreneurs and ventures in GrowthAfrica’s portfolio with talent and human resources related challenges
- Participate in activities in the entrepreneurial ecosystem that are of tactical or strategic value to GrowthAfrica
- Other duties and responsibilities as required

Who we are looking for:

- You have proven experience as talent acquisition manager
- You have experience in full-cycle recruiting, sourcing and employment branding
- You have experience leading a team. Ability to hold team accountable for execution and delivery of job duties
- Understanding of all selection methods, techniques and strategies of recruitment
- Willingness to understand the duties and competencies of different roles
- You are willing to roll up your sleeves to get stuff done in resource constrained environments
- You have 8-10 years’ relevant experience, at least 3-5 years in a managerial position
- You have strong verbal and written English communication skills
- You have an impeccable eye for detail; meticulous and hardworking
- Undergraduate degree preferably in human resource management or related studies
- Graduate degree, preferably in business-related studies (e.g. MBA)

You have the cultural fit to work in GrowthAfrica if:

- You are passionate about contributing to Africa’s growth through business
- You are excited to be part of a dynamic, impact driven and ambitious team that walks hand-in-hand with the entrepreneurs and businesses across the country
- You are very interested in socio-economic issues, entrepreneurship, business and innovation
- You thrive working in fast growing environments and flexible to adapt to changes
- You are open to working when and where the work needs doing (this occasionally includes weekends)

Why work with us?

- Purpose-driven organization and role
- Get exposed to early stage business’s realities. You will walk in the shoes of the entrepreneurs. Their success is our success.
- Learn about innovation and entrepreneurship across the continent and design your own personal and professional learning journey
- Become part of a highly committed, international team
- Your work involves meeting top entrepreneurs and senior executives on the continent
- You get to work with the investment community across Africa
- We offer a good base salary with performance-based incentives

Other information

This opportunity is based in Nairobi, Kenya. Depending on the programs you work with there will be travel to other countries. We will arrange a 6 months' probation period with learning and performance objectives.

Want to apply?

- Send your CV in PDF format to careers@growthafrica.com with Head of Talent in the subject line
- GrowthAfrica continues to look for passionate and skilled talent to fill roles in the various countries, but due to the unique circumstances brought by COVID-19, the roles will remain open and without a deadline to receive applications.
- We will continue to recruit on a rolling basis and hope to fill these roles once operations normalise.



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