



# **We are hiring a Head of Talent and Human Capital**

*Job opportunity with Africa's leading accelerator and entrepreneurship advisory firm*

# JOB DESCRIPTION: HEAD OF TALENT AND HUMAN CAPITAL

## 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 during the startup, growth, or expansion stage.

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

Headquartered in Nairobi, we run activities across Africa. You will join an international, passionate, and ambitious team of 34 across 6 countries.

## About the role:

GrowthAfrica seeks a dynamic, experienced, and highly skilled senior executive to carry out the full-time Head of Talent and Human Capital role based in Nairobi, Kenya. This position is part of our Senior Leadership Team.

The position is strategic and contributes to the growth and success of one of Africa's largest and most impactful entrepreneur support organisations by driving its talent and human capital recruitment, engagement, and development.

It's about creating an organisational culture across the entire organisation that is one of the most aspirational in Africa – ensuring a productive and creative environment that will attract and produce the best.

It is about driving the development and refinement of processes, procedures and systems that support these aspirations and supporting our teams as they deliver efficiently, effectively and impactfully.

It is about understanding our business pillars and creating talent development programmes for our talent and supporting our entrepreneurs in the same area of their business

It is about human design thinking and data analytics to support the organisation's strategic decisions.

## Key responsibilities:

- Drive the talent acquisition, engagement, and retention by working with different relevant partners and ensuring great talent is available at any point across all levels of our business.
- Drive and manage the talent onboarding process ensuring alignment to the business objectives.
- Lead all learning and development activities for our team across the board, including the learning development need identification, development plans, identifying execution and implementation partners

- Oversee the acquisition of staffing for the different activities running out of the core work ensuring well-coordinated staff resourcing and allocation.
- Oversee and drive culture, ensuring we live out our values daily and enhance a work environment where everyone thrives and succeeds with clear objectives.
- Manage compensations and benefits using industry standards benchmarks and ensure that best practice is applied.
- Manage the performance management and appraisal process using well-known practices and tools.
- Oversee our HR policies, processes, procedures, and systems, ensuring they are administered consistently and align with our goals and values to support the effective and efficient delivery of our team's work
- Implement strategies that support business growth.
- Play a pivotal role in maintaining our engagement pulse across the whole organisation and continuously ensuring a motivated and engaged team.
- Produce regular reports on talent needs, acquisitions, retention, and engagement plans

## Qualifications and Requirements:

- A master's degree in Business Management, Human Resources, Organisational Development and Behavioural Science.
- A member of the International Human Resource Management (IHRM) would be an added advantage but not compulsory.
- Minimum 8-10 years' of experience in a strategic role.
- A strong leader with a track record of attracting, growing high performing teams and one who cares deeply for people and their personal and professional growth.
- Extensive work experience across all people strategic and functional areas of recruitment, hiring, onboarding, employee relations, performance management, compensation, and training.
- Proven work experience in managing diverse, dynamic dispersed teams in East, South, West, and the Horn of Africa.
- Sufficient understanding of local employment laws, local cultural context, and compliance in countries GrowthAfrica operates.
- Excellent communication, presentation, and problem-solving skills.
- Strong staff resource planning and allocation skills.
- Strong track record concerning talent acquisition, engagement, growth, and organisational culture.
- Ability to use data analytics in creating insightful learnings for the organisation's decision making.

## Why work with us?

- Be part of a vibrant, international, and diverse team that is passionate about Africa.
- Gain growth and exposure through your work interacting with top entrepreneurs, senior executives, investors, funders, and corporates.
- We offer a good base salary, benefits, and incentives.

## Other information

This opportunity is based in Nairobi, Kenya and serves GrowthAfrica's offices and activities across Africa. We aim to have the candidate Join us by March 2022.

The selection process will involve an interview, a personality test and a work assignment

## To apply

- Go to our website to the page [www.growthafrica.com/jobs-internships/](http://www.growthafrica.com/jobs-internships/) and in the section “Current openings” go to the job opening **Head of Talent and Human Capital**. Click “Apply” and provide the requested information and then upload your CV and introduction letter.
- Submit your application by the latest **13<sup>th</sup> February 2022**



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