USAID Partnership for Education: LEARNING
GHANA

VACANCIES TO FILL

POSITIONS FOR THE ON-GOING USAID GHANA PARTNERSHIP FOR
EDUCATION PROJECT

GIMPA Consultancy Services (GCS) is the Consultancy Unit of the Ghana Institute of Management and Public Administration (GIMPA). The Unit focuses on projects, research and training aimed at providing clients with practical and implementable solutions. It coordinates and offers technical/professional advice to other revenue generation entities of GIMPA as well as administrative and academic support.

GIMPA Consultancy Services invites applications from suitably qualified Ghanaian professionals to fill the under-mentioned positions for the on-going USAID Ghana Partnership for Education Project.

Successful candidates shall be responsible to the Senior Capacity Building Advisor of Learning, Ghana, through the managing consultant of GIMPA.

Human Resource Management Specialist

Human Resource Management Specialist will be required to:

- Review and design an improved system of MOE/GES and affiliated institution’s Human Resource Management and Development to support teaching and learning in the early grades
- Using the HICD approach, define performance indicators and standards for staff appraisal training and development at the different levels of MOE/GES and affiliated institutions; and
- Conduct personnel audit of GES and develop manpower plan (succession plan).

Educational Competency

- A minimum of Master’s degree in Human Resource Management or related area.
• At least 5 years experience in related management position with solid people management skills.

Technical Competency

• An understanding of education planning, development and human resource management practices.
• Experience in strategic planning and risk management.
• Should have a good knowledge of USAID policies and practices.

Managerial Competency

• Ability to take decisions.
• Ability to follow up and monitor people and work activities.
• Ability to train and willingness to learn and explore beyond your scope.

Leadership

• Ability to explain the vision, values and standards of USAID and set the appropriate examples.

Personality

• Assertiveness: Ability to articulate views and decisions.
• Ability to conduct self in a manner which elicits trust, respect and confidence of team members.
• Integrity: being truthful, trustworthy, accountable and reliable.