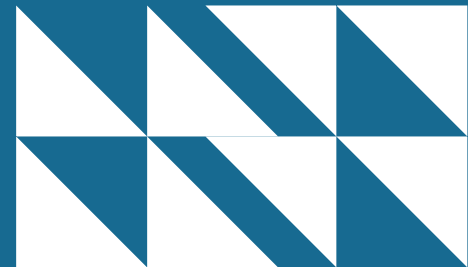




Global Health  
Partnerships  
*FORMERLY THET*

# We're hiring!

— JOB PACK



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Thanks for your interest in working at GHP (formerly THET). This job pack provides you with everything you need to know to apply for this role and what it means to work at GHP.

**GHANA COUNTRY REPRESENTATIVE**



## JOIN OUR TEAM!

Today, one billion people will never see a qualified health worker in their lives.

Since 1988, GHP has been working to change this. From reducing maternal deaths in Uganda to improving the quality of hospital care for injured children in Myanmar, we work to strengthen local health systems and build a healthier future for all. We do this by leveraging the expertise and energy of the UK health community, supporting Health Partnerships between NHS institutions, Royal Colleges and academic institutions in the UK and those overseas. In the past ten years GHP has reached over 100,000 health workers across 31 countries in Africa, the Middle East and Asia in partnership with over 130 UK institutions.

GHP is a fund manager for health partnership grants programmes on behalf of UK government and corporations. Health partnerships are long-term, institutional relationships between health organisations in the UK and their counterparts in LMICs, and are based on ideas of co-development, reciprocal learning and mutual benefit. Staff from UK health institutions volunteer their time developing and carrying out health systems strengthening activities at their LMIC partner institution, be that training, curriculum development, leadership and governance, etc. You can learn more about our work on our website, <https://www.globalhealthpartnerships.org/>



# OUR VALUES

1



Partnering through collaboration

2



Partnering with respect

3



Partnering with integrity

4



Partnering through learning





# JOB SPECIFICATION

Contract type	Fixed term consultancy contract, part-time, per following schedule: April to September 2025: c.10 days per month October 2025 to March 2026: c.6 days per month Total number of days = 97 days
Day rate	GBP £190 per day. Total remuneration = £18,430
Location	Accra, Ghana
Reports to	Director of Programmes
Responsible for	Oversight of Global Health Partnerships' work in Ghana
Duration	April 2025 to March 2026





## MAIN DUTIES AND RESPONSIBILITIES

The Country Representative is the lead for all GHP's work in Ghana, including providing programme management oversight to all current projects. In addition, the Country Representative is responsible for national representation and partnership building, identifying and building on opportunities to grow and develop GHP's contribution to health system strengthening in-country.

Global Health Partnerships currently manages two fund-management programmes in Ghana. While the grants will be managed by other individuals, the Country Representative is responsible for overseeing this portfolio of work and liaising closely with Ministry of Health and other national stakeholders to ensure national alignment:

1. Commonwealth Partnerships for Antimicrobial Stewardship Programme (CwPAMS)

CwPAMS funds Health Partnerships between UK and African health institutions focused on strengthening antimicrobial stewardship. Funded by the UK Department for Health and Social Care's Fleming Fund, CwPAMS aims to leverage the expertise of UK NHS institutions to strengthen the capacity of the health workforce and institutions in Commonwealth countries to address antimicrobial resistance challenges, as well as creating opportunities for bidirectional learning. The next phase of the programme runs from April 2025 to March 2026.

2. Global Health Workforce Programme (GHWP)

The Global Health Workforce Programme (GHWP), funded by the UK Department of Health and Social Care, aims to develop the health workforce in Ghana, Kenya, Nigeria, and the UK, building stronger health systems for post-pandemic recovery and to make progress towards universal health coverage. Under the GHWP, Global Health Partnerships is supporting Health Partnerships formed between health institutions in Ghana, Kenya, Nigeria and the UK to deliver projects which enhance the skills, training, capacity and retention of the health workforce in each country respectively. The programme in Ghana is in its final phase, and finishes in September 2025.

While the below provides a comprehensive outline of responsibilities GHP may expect of the Country Representative, the level and type of work will vary based on the level of effort and project portfolio. The Country Representative will liaise with the Director of Programmes to ascertain which areas to prioritise each quarter.



# MAIN DUTIES AND RESPONSIBILITIES

## Strategic Leadership and Representation

- Lead and represent GHP's work and projects in Ghana
- Participate and contribute to GHP international strategy development and direction
- Provide updates on the political, social and economic context
- Attend and contribute to GHP leadership meetings

## Team Management

- Oversee all GHP individuals operating in Ghana, and line manage some, creating a supportive environment and providing leadership around expected standards of professionalism and quality of output. Currently there are two other GHP members in Ghana.
- Support the team in the delivery of activities, coordinate regular team meetings and 1-to-1s, assist in problem solving, and seek to optimise team members' personal development.
- Undertake required HR processes following all GHP policies and procedures.
- Coordinate with matrix managers of Ghana staff.

## Programme Management

- Ensure GHP team in Ghana is providing quality delivery, monitoring and assessment of GHP Ghana programmes and grant holders.
- Ensure accountability to national stakeholders.
- Contribute towards donor and government reports.
- Provide secretariat to national stakeholder governance mechanism.
- Support the planning and delivery of GHP events.

## External Engagement

- Plan and lead profile-raising of GHP and networking with key people/bodies which includes representing GHP externally to all relevant parties in Ghana and regionally as relevant.
- Build effective relations and coordination mechanisms with national authorities, partners and other stakeholders.
- Facilitate high standards of coordination and communication of GHP's profile, activities and programmes, internally and externally.
- Ensure the opportunities at high level meetings and conferences are maximised, exploiting opportunities as speakers/contributors and for networking opportunities.
- With support from other teams, develop and implement advocacy and dissemination strategies related to projects' goals and outcomes.
- Attend and contribute to both external meetings/workshops where appropriate.



# MAIN DUTIES AND RESPONSIBILITIES

## New Business Development

- Explore opportunities for new programme development - this will include donor and key partner relationship building, identifying and assessing new business opportunities, and working with the support of other teams to develop new concept notes and proposals.

## Operations and Financial Management

- Ensure efficient, effective and cost-effective admin and logistics procedures in place.
- Ensure legal compliance in all areas (NGO, tax, employment, health and safety, insurance and internal. requirements, including proper registration and legal status of the organisation and staff).
- Accountable for the organisational resources and assets, ensuring financial controls and cost effectiveness.
- Act as security focal point for liaison with GHP UK and ensure there are effective security policies in place.





# ROLE SPECIFICATION

Person specification	Essential	Desirable
Qualifications	<ul style="list-style-type: none"><li>• Degree level education. [Public health or related discipline preferred.]</li></ul>	<ul style="list-style-type: none"><li>• Relevant post graduate qualification</li></ul>
Experience	<ul style="list-style-type: none"><li>• Experience of health systems strengthening.</li><li>• Recent experience of liaising with and partnering the Ministry of Health in Ghana.</li><li>• Experience managing multiple complex projects in the health sector.</li><li>• Experience in programme design, monitoring and evaluation.</li><li>• Demonstrable success securing new programme funding.</li><li>• Experience of developing and managing strategic partnerships to enhance programme delivery.</li></ul>	<ul style="list-style-type: none"><li>• Experience of working in a senior position in an INGO context.</li><li>• Experience of managing security and risk.</li><li>• Experience managing diverse teams to deliver organisational goals.</li></ul>
Skills	<ul style="list-style-type: none"><li>• Analytical skills and demonstrable ability to think strategically.</li><li>• Excellent representational, written and verbal communication skills in</li><li>• English and key local languages.</li></ul>	







# ROLE SPECIFICATION

Person specification	Essential	Desirable
Skills	<ul style="list-style-type: none"><li>• Effective communicator with excellent interpersonal skills.</li><li>• Proven financial skills (budget preparation and monitoring).</li><li>• Proven organisational and administrative skills with sound IT skills (Word and Excel).</li><li>• Demonstrated ability to handle multiple tasks simultaneously in a fast-paced environment, set priorities, meet deadlines, and to work both independently and in a team environment.</li></ul>	Experience in, or knowledge of, the thematic areas that GHP is involved in.
Values	<ul style="list-style-type: none"><li>• Strong commitment to GHP's cause and values.</li><li>• Intercultural sensitivity and awareness.</li></ul>	
Other	<ul style="list-style-type: none"><li>• An interest to travel overseas at least once a year.</li><li>• Capacity to respond flexibly to changing requirements.</li><li>• Flexibility and adaptability in the context of working in a small organisation and a complex environment.</li></ul>	





## GHANA COUNTRY REPRESENTATIVE

### **How to apply:**

GHP is committed to creating a diverse and inclusive organisation. We welcome applications from people of all backgrounds and personal characteristics. All staff must comply GHP Safeguarding Policy and Code of Conduct (visit our website for more information).

Please note that we are actively recruiting for this position and reserve the right to close once sufficient applications have been received.

To apply please submit your CV (no longer than 3 pages) and Cover letter (no longer than 1 page) via email through the following [link](#) using the subject Ghana Country Representative position\_NAME. The application deadline is Thursday, 20th March 2025. Clearly outline how your experience suits the above outlined job description and skills required. Applicants who are not contacted within thirty days after the final filing date were unfortunately not successful on this occasion.

Shortlisted candidates will be invited to a one-hour online interview w/c 24th March. GHP collects and holds your personal details for the purpose of your current job application and will delete the information you give us six months after the post is filled, or sooner should you request. If your application is successful, we will keep your data for six years. Your information will not be shared outside GHP and will be handled in accordance with GDPR legislation.

Please see [GDPR Policies - THET](#) and/or [THET-Privacy-Policy-1.pdf](#) if you would like to know more.