

## Description

Private Sector Engagement Officer

**Organisation:** Uganda Healthcare Federation

Duty Station: Kampala.

**Closing date:** 28 February 2020

### **About Uganda Healthcare Federation (UHF):**

Uganda Healthcare Federation is an umbrella organization affiliated to the East Africa Healthcare Federation and as such represents the interests of non-state health players in Uganda. UHF was formed in 2010 borne from the need to have an umbrella body, which unites and represents all players in the private health sector in Uganda. UHF has been successful in attracting a broad membership of 56 associations and corporate organizations within its first year and hosted the 2012 EAHF inauguration Conference in Kampala.

UHF is a nonprofit professional association representing the private health sector in Uganda. The Federation's purpose includes advocating and supporting its members in policy and other decision making forums, representing its members at both the national and country levels, providing networking and training opportunities to improve quality of health services delivered, strengthen business skills and enhance market opportunities in healthcare, and provide an annual conference for the education of its members and exchange of information on issues essential to the quality and business of healthcare in Uganda.

### **Program / Department Summary**

UHF has been growing its membership strategically to ensure inclusion of all non-state health sector players with a common interest in complementing government policies and programs while advocating and lobbying for the interests of UHF members.

UHF programs center on developing capacity of the private health sector to deliver quality and affordable health services in Uganda. Programs are supported by health development partners designed to support the growth and development of the UHF members and to supplement their internal activities. UHF executes its programs through its membership base. Common themes include community engagement, inclusive development, gender, and working in partnership with local government, the various ministries and civil society actors.

### **General Position Summary**

The Private Sector Engagement Officer (PSEO) will play a key coordination role in the implementation of health sector and non-health sector stakeholder engagement, with support from the Private Sector Engagement Coordinator. This position will report to the Advocacy and Communication Officer, and will actively ensure the execution of the activity is timely, is in accordance with the contractual obligations. The PSEO will be responsible for drafting and reviewing workplans, reports and summaries, as well as mini budgets as required. These must always be to highest standard and in a professional way. The PSEO will also be required to liaise and coordinate with private sector stakeholders within the UHF

membership and beyond, various ministry personnel and other government and non-government bodies in the execution of this activity. The PSEO will on occasion be required to participate in meetings at various locations, and notably at external health development partner offices as required on a regular basis. It is critical that the PSEO note the deadlines for regularly required reports and endeavor to deliver these in a timely manner.

### Skills

- Strong interpersonal, negotiation and communication skills are mandatory
- A polite, flexible and professional demeanor
- Ability to work with minimum supervision, and to deadlines, time management is critical
- Strong proposal, report writing and presentation skills
- Demonstrated understanding of key concepts in private sector engagement;
- Demonstrated experience with budget oversight and management.
- Superb English verbal and written communication and presentation skills required;
- Strong understanding of data analysis;
- Ability to communicate with donors, private sector and civil society partners and government representatives;
- Demonstrated flexibility, creativity and enthusiasm as well as a willingness to learn and to be continually adaptive within a dynamic and often self-directed working environment is mandatory;
- Self-starter, with strong capacity for critical thinking and problem solving;  
Demonstrated capacity to generate and to translate innovative ideas into practical development approaches as well as program development proposals.

### Experience Requirements

- At least 5 years' experience in programming with at least 3 of the years in health programming implementation.
- Experience working with private sector stakeholders (government and non-government) will be an advantage.
- Experience working with USAID programming will be an advantage.
- Experience in working with human resources in health professionals and other umbrella bodies will be an advantage.
- Experience in working with maternal, child health and nutrition will be an advantage.

### Education Requirements

- University Degree
- Post Graduate qualification or Masters in relevant fields is an advantage

Interested qualified candidates should send a **one page** cover letter, with a curriculum vitae (CV) no longer than **two pages**, by email to [info@uhfug.com](mailto:info@uhfug.com) by 28 February 2020.

Your application should include three contactable referees with at least two from a previous employer one of the two must have supervised you directly at work. Please ensure that any contact numbers in your CV are reachable during working hours. Only successful candidates will be contacted by 15 March 2020.