



## SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY

### HUMAN RESOURCES

Sefako Makgatho Health Sciences University (SMU) is on a renewal path with exciting and unique opportunities to shape the training of medical and other health professionals, and scientists in general. We are on a vigorous campaign to attract top talent to join our exciting journey, as reflected in the opportunity below.

#### MANAGER: TRANSFORMATION (1 Post)

Ref: 3/2024/BGM/P7

The University is looking for an energetic and knowledgeable individual who will actively support its strategic transformation objectives and goals through the management of the integrated Transformation Plan, encompassing strategic co-ordination and execution; liaison with key stakeholders; interpretation and application of transformation policies and practices. He/She must have a deep-seated appreciation and understanding of change management, organisational development, and diversity in the context of transformation. He/She will report to the Senior Director: Human Resources, and must meet the requirements and competencies, and be responsible for the following key performance areas below:

### REQUIREMENTS

- Degree in industrial psychology or Human Resources Management, Human Resources Development or equivalent qualification
- At least six (6) years related experience in the area of transformation at a tertiary institution or any sector
- Two (2) years managerial/ leadership experience
- Detailed understanding of change management strategies, techniques, and programmes
- Experience of working at a management level in a complex environment, managing multiple transformation projects with a range of stakeholders
- Experience in leading and delivering large scale transformational change and the ability to convey a compelling and engaging vision of change
- Experience in translating strategy into delivery through plans, programmes, people, and culture
- Evidence of handling highly complex organisational matters and difficult situations with diplomacy and tact
- Understanding of the Higher Education landscape, opportunities, and challenges

### COMPETENCIES

- Technical/ professional knowledge and skill
- Strong leadership qualities and skills appropriate to a management position
- Strongly self-motivated bringing gravitas, credibility, energy, resilience, and commitment

- Personal impact, stature and credibility, with an intrinsic value set of honest and integrity
- High level communication skills both oral and written
- Ability to act as a representative of the themed area and the University in a wide range of situations, both internally and externally
- High level negotiation, influencing and enabling skills, and the ability to build strategic partnerships
- Ability to work positively with stakeholders to achieve outcomes and deliver change through people
- Possess a positive 'can do' attitude and approach and ability to work at pace.
- Problem-solving in the face of ambiguous, uncertain and conflicting situations

## KEY PERFORMANCE AREAS

- Actively support the Senior Director: HR in the achievement of the University's transformation goals
- Challenge the status quo and provide specialist hands-on guidance and support to Executive sponsors and programme and project managers.
- Take the lead in knowledge management for this discipline and promote methods and standards, and the implementation of best practice
- Through creativity, expertise and collaboration, identify, lead, drive, and manage the University's integrated Transformation plan at pace to increase efficiency and performance across the breadth of the institution
- Provide institutional leadership and articulate a clear and compelling vision for change through the use of evidence-based business cases including resource implications.
- Actively seek opportunities for the University to radically improve its processes, systems, outcomes and capabilities
- Advise and coach line managers and employees on the interpretation, application and implementation of policies and procedure/processes/systems pertaining to Organisational diversity, Change management, Transformation and Employment equity
- Ensure effective and continuous communication on HR (Transformation and Diversity) issues to the Deans, Directors, HODs and Managers, and advise on appropriate strategies and interventions to resolve transformation issues
- Review, develop and implement Transformation policies, procedure and guidelines
- Conduct audits on the compliance to and progress on the Transformation strategy
- Conduct periodic assessments of the transformation compliance and interventions in the University and recommend interventions that proactively facilitate the creation of a positive climate
- Proactively identify and implement change management interventions to support structural/ /system/process changes
- Design/source and implement audits and surveys to obtain employee feedback on attitudes/practices/ behaviour and determine existing organisational culture
- Design and implement Transformation strategies and interventions to bring about necessary shifts in the culture and/or enhance human performance and tolerance
- Manage all strategically identified transformation projects from inception, delivery to closure, supporting across the lifecycle of project delivery and benefits realisation.
- Conduct options appraisals and develop clear cases for transformation, designing projects that are credible with respect to costs, benefits, resourcing, timescales, governance, risk management and organisational capacity
- Responsible for providing the portfolio management across all transformation change projects, ensuring all projects are delivered on time and budget to the satisfaction of business stakeholders and our customers
- Carry out relevant horizon scanning and external benchmarking for best practice in delivering an efficient and effective organisation
- Undertake trouble-shooting activities on projects as required by analysing the problem and putting in place the appropriate corrective action by facilitating open communication and discussion between stakeholders

- Responsible for the transformation project management framework/methodology to ensure project principles are applied consistently across the organisation and provide training where required
- Contribute to the overall development of SMU, and actively improve institutional culture
- Perform any other duties assigned by the line manager

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**Closing date: 17 March 2024**

**Applications from Employment Agency will not be considered.**

Typed applications (**quoting the reference number**) which should contain a comprehensive curriculum vitae, certified copies of all qualifications and contact details of three referees, should be forwarded, for the attention of Ms BG Mbanjwa, to the Human Resources Department, P.O Box 68, Medunsa, 0204 or e-mail applications in MS Word and PDF format, to [hr.recruitment5@smu.ac.za](mailto:hr.recruitment5@smu.ac.za)

**The applications may also be posted OR hand delivered to (place in the application box):**

**Human Resources Department, 5<sup>th</sup> Floor, Clinical Pathology building, Sefako Makgatho Health Sciences University, Molotlegi Street, Garankuwa, OR Human Resources Department, P. O. Box 68, MEDUNSA, 0204.**

It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Failure to submit the requested documents/information will result in your application not being considered.

*Telephonic enquiries regarding conditions of service: (012) 521-3071*

**The Sefako Makgatho Health Sciences University is an Equal Opportunity and Affirmative Action Employer.**

Correspondence will be limited to short-listed candidates only. Applicants who have not been contacted within 30 days of the closing date must consider their applications as unsuccessful.

***The university reserves the right to make or not to make an appointment***