



JOIN US

INTEGRITY | CURIOSITY | COLLABORATION | CLIENT FIRST | ENTREPRENEURIAL SPIRIT

Ipsos is a world-leading research company operating in more than 85 countries. It has revenues in excess of £1Bn and employs over 16,000 staff worldwide. Ipsos provides research services and strategic insights to the world's largest corporations and many public sector organisations.

At Ipsos we are passionately curious about people, markets, brands and society. We make our changing world easier and faster to navigate and inspire clients to make smarter decisions.

We deliver with security, simplicity, speed and substance. **We are Game Changers.**

Service Line Leader, Ipsos Public Affairs – Uganda

Our Public Affairs Service Line are the Social and Opinion Research Specialists and our Specialisations include:

- Programme /Project Evaluation
- Behavioral Change & Impact Assessments
- Political and Opinion Polling
- Stakeholder Research
- Socio-economic surveys
- Corporate Reputation
- Communication Strategy Evaluation
- Public Health Research
- Perceptions and Attitude Studies

Essential Responsibilities and Deliverables

BUSINESS GROWTH, PROFITABILITY & FINANCIAL MANAGEMENT

- Overall responsibility for meeting or exceeding monthly, quarterly and annual gross profit and operating profit targets for the designated business unit
- Shared responsibility for annual business plan and budget of the unit
- Continuous monitoring of performance vs. budget to assure business unit expenditures remains within set budget, obtaining appropriate approval of all overages

LEADERSHIP

- Provide a role model for staff in terms of own professional and personal approach to work
- Adopt and develop a management style aligned with the style of the "Ipsos Leader", aligned with Ipsos's vision and keeping an open view for continuous improvement
- Develop a clear vision of the business unit goals in driving results
- Build relationships with staff, establish rapport, trust and credibility with direct reports
- Evaluate the existing team members to determine the level of future contributions
- Manage all activities of assigned staff to include strategy, training and development and performance review
- Maintain clarity about the company's Visions and Values and facilitate communication between all key departments/offices
- Mentor and develop staff to ensure their education in all aspects of Ipsos content, products, services and intellectual property law

TECHNICAL RESEARCH ROLE

- To advise on the interpretation of findings and the planning of presentations/deliverables
- To add value to all deliverables
- To provide solutions expertise from a design, analysis and an interpretive perspective
- To ensure that research offerings are up to date, innovative and competitive
- Drive the culture of integrating information from multiple sources to offer clients a differentiated offering

PROJECT MANAGEMENT

- Ensuring that the Research staff in the Business Unit complete all steps in the research process on time and to the expected quality standards
- Skills transfer to, and supervision of, Research Team
- Input into research tools, and final checking of: samples, questionnaires, report templates, analysis plans, focus group/
- IDI topic guides, analysis templates and presentations
- Day to day client liaison in terms of queries and project status.
- Manage own projects profitably

BUSINESS UNIT MANAGEMENT

- Adopt continuous succession planning for all key functions in the unit
- Direct and coordinate activities of the business unit on daily basis
- Take responsibility for the staff professional development, takes care in order to actively grow skills and experience within the team

- Monitors performance and conducts performance appraisals of staff
- Inspire, engage, motivate team, decreasing attrition rate
- Authority to pose sanctions for gross negligence and inattention
- Communicates periodically with the team on achievements/shortfalls of the KPI, action plans, various decisions to be implemented, changes in the organization etc
- Determine staffing requirements, interview, and recommend the hire of new employees

Qualifications (minimum level necessary to perform the job)

- Relevant Bachelor's degree
- Advanced degree or professional qualification preferred
- Minimum of 6 years' experience in Market and Social research with at least 3 years' prior management experience

Knowledge & Skills

- Thorough knowledge and a complete understanding of market research principles and techniques
- Excellent leadership and interpersonal skills with the ability to lead, guide and motivate executive and management teams
- Ability to make sound and rational judgments and decisions
- Excellent verbal, written, and presentation skills with the ability to effectively communicate with internal and external business clients
- Experience of financial management in building a business and managing a P&L
- Thorough knowledge of research methodologies and analysis covering
 - Methodology design
 - Sampling
 - Questionnaire design
 - Data analysis and report writing
 - Facilitation of dissemination workshops
 - Stakeholder engagement and management

Personal & Job Attributes / Capabilities

- Leads by example through consistently demonstrating organisational values
- Commercial acumen
- Bottom-line, results-driven leader with the ability to steadfastly push self and others
- Quickly and easily gets to grips with new problems or situations and is known for finding imaginative solutions to tough problems
- Fosters a strong team spirit
- Ability to provide higher-level, strategic consultation to clients
- Experience of providing a “big picture” vision of how research impacts on a business whilst also being hands on to offer guidance and support within team/business
- Makes effective and efficient use of resources and informed decisions about their use
- Cross functional approach and seeks to optimise the use of Ipsos resources
- Strives to ensure buy-in to Ipsos's global vision amongst all employees within area of responsibility
- Strong ability to develop peer relationships
- Change management - helps people manage the change required in the business
- Not avoiding conflict, but using it as a constructive, respectful and healthy management instrument
- Open and committed to the matrix organisation structure Ipsos operates in
- Thinks ahead, identifies trends and devises strategies to take advantage of opportunities
- Strong negotiating / influencing skills with the ability to present a compelling vision and strategy engendering confidence and belief
- Can see through complex data to see underlying patterns, trends and issues
- Creates broad, long term plans which anticipate contingencies and interdependencies

If you are this person, then you are right for us and we are right for you!

This is a challenging opportunity for a dedicated and highly motivated professional, with a strong commitment to Ipsos values.



If you believe you are the candidate we are looking for, please submit your application and CV detailing your experience for the post and include daytime telephone contacts to;

careers.uganda@ipsos.com

Application will not be considered if covering letter is not attached.

Include “**Service Line Leader, Ipsos Public Affairs – Uganda**” in the cover letter and email subject header.

Deadline for application: Friday, 16th November 2018, 5pm