

CURRICULUM VITAE

ESTHER KPORWOFE

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Languages spoken: English, Ewe, Akan

COMPETENCE

Miss Esther Kporwofe is a carrier oriented, highly motivated personality, a disciplinarian with good interpersonal relationship. She is a team player with good planning, organizational and leadership skills and believes in excellent results. Open-minded, hardworking, ability to work for long hours and withstand pressure, a dedicated person, and always making sure timelines are met.

Areas of expertise are general nursing, health promotion, policy evaluation, public management, public administration and monitoring and evaluation. A self-motivated individual always ready to contribute her quota to the national cake in whatever capacity finds herself.

WORK EXPERIENCE

APRIL 2022 TILL DATE: NURSE MANAGER FOR THE VOLTA REGIONAL HOSPITAL, HOHOE

- Promoting care of patients by advancing quality of care and the scope of nursing in the hospital
- Ensures effective and efficient management of nursing and midwifery services and staff by supporting the Ward/Unit in-charges
- Provides leadership role for departmental/ward managers
- Lead in the preparation of operational policies and plan for nursing and midwifery services in the hospital and advocates for its implementation
- Provides technical advice on nursing and midwifery services in the hospital
- Allocate, coordinate, monitor and assess the work of departmental managers in the hospital
- Contributes to staff planning and distribution of various categories of staff for smooth running of the nursing and midwifery services
- Contribute to the development, implementation and monitoring of standards, policies and procedures for delivery of quality nursing and midwifery services
- Ensures provision of safe therapeutic environment for patient care in the hospital

JUNE 2017-MARCH 2022: REGIONAL IN-SERVICE TRAINING COORDINATOR/MONITORING AND EVALUATION OFFICER – THE VOLTA REGIONAL HEALTH DIRECTORATE

- Identified training needs and contents for the region and obtains appropriate health training materials
- Provided technical and leadership support to training focal persons at all levels (hospital, districts and municipalities) within the region

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- Developed a training need assessment tool which was shared with the districts and the hospitals to be adopted to identify their facility-based yearly training needs and training plan
- Contributed to the continuous professional development of staff in the region
- Kept appropriate records on trainings organized using the training information system of the Ghana Health Service
- Generated appropriate training reports for the region and submits to the appropriate stakeholders to inform policy decisions
- Provided feedback on performance to districts to help put together better strategies to improve performance
- Contributed to the continuous capacity building of newly appointed training focal persons
- Undertook supportive supervision to the districts to provide technical support to the lower level staff to perform better

AUGUST 2015-JUNE 2017: REGIONAL MONITORING AND EVALUATION OFFICER – THE VOLTA REGIONAL HEALTH DIRECTORATE

- Tracked activities of all the hospitals in the region
- Tracks activities of all districts/municipal health directorates in the region
- Collated monthly activity and quarterly reports from all the hospital and districts/municipal health directorates in the region
- Collaborated with appropriate officers and stakeholders to address issues emanating from the reports
- Provided monthly feedback on performance to districts and hospitals with regards to activities they've undertaken
- Undertook monitoring and support visit to the lower level facilities to provide on the job coaching to staff to improve their skills and also improve on quality service

SEPTEMBER 2011-AUGUST 2013: NURSING OFFICER - THE MUNICIPAL HOSPITAL, HO

- Acted as an in-charge of the male medical and surgical unit of the hospital
- Coordinated and supervised roster planning, implementation and monitoring to ensure punctuality of staff at work at all times
- Provided leadership and supervisory role in the performance of all activities in the unit
- Supervised all staff in the unit to ensure they perform their duties and responsibilities according to standards
- Ensured continuous availability of logistics in the unit to enhance work
- Provided leadership and supervisory role for student nurses on clinical attachment
- Supervised final year students of Nurses Training College, Ho to undertake their practical exam in the unit
- Coordinated unit level meetings where strategic decisions were taken to improve work in the unit
- Took a bold decision to change the norm of admitted patients keeping their own medications with them with the associated risk of the medicines being abused; by designing a 'medicine locker' for storage of the medicines to ensure their safety. This locker is in use till date
- Promoted team work and effective communication among staff and clients

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JANUARY 2003-SEPTEMBER 2009: WORKED AS A STAFF NURSE AND ROSE THROUGH THE RANKS TO A SENIOR STAFF NURSE IN PEKI GOVERNMENT HOSPITAL

- Acted as the substantive unit in-charge for the male ward from 2004 and later for the female ward
- Participated in clinical supervision and internal peer review to ensure quality service delivery
- Ensured proper reporting and documentation of all activities undertaken by all staff
- Provided strategic leadership in the female unit leading to the unit for three (3) consecutive times taking the first position award during the facility based internal peer review of service delivery in all units
- Initiated a ‘patients-relatives-staff meeting’ to discuss patient’s welfare issues and their perceptions on the services rendered to them. This helped a great deal to improve our customer relations with our clients
- Maintained good interpersonal relationship and good communication between staff leading to great teamwork in the units
- Though the units were understaffed at the time, the strategic leadership provided ensured there were staff on duty every time without any complaint even though the staff were working beyond the number of hours they had to work: the norm became running over 13hours duty instead of 8hours
- To ensure the safety of the patients’ medications which were just kept on a dressing trolley in the open at the nurses’ station, again I facilitated the design of medicine lockers with locks and key in both units for storing in-patient’s medications

LEADERSHIP

- ✓ **April 2025 till date:** Vice Chairperson of Volta Region Nurse Manager’s Group
- ✓ **August 2022 – March 2025:** Vice Chairperson of Volta Region Nurse Manager’s Group
- ✓ **April 2022 till date:** Nurse Manager, Volta Regional Hospital, Hohoe
- ✓ **2018 -2022 March:** Head of the Training Unit of the Volta Regional Health Directorate
- ✓ **2017:** Was part of a team that coordinated the pre-testing/piloting of the Ghana Health Service’s drafted Supportive Supervision Guideline in the Volta Region
- ✓ **2016-2022 March:** Worked as a secretary to the Regional Maternal Mortality Audit Taskforce
- ✓ **2015- 2022 March:** Head of the Monitoring and Evaluation Unit of the Volta Regional Health Directorate
- ✓ **2011-2013:** Worked as a unit in-charge at the Ho Municipal Hospital
- ✓ **2007-2009:** Served as a member of the disciplinary committee of the Peki Government Hospital
- ✓ **2007-2009:** Served as a member of the internal peer review committee of the Peki Government Hospital
- ✓ **2004-2009:** Worked as a ward in-charge at the Peki Government Hospital
- ✓ **2004-2009:** Served as the South Dayi District Secretary for the then Ghana Registered Nurses Association now Ghana Registered Nurses and Midwives Association
- ✓ **2002:** Served as a member of the electoral committee of the Student Representative Council, Nurses Training College, Ho

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- ✓ **1998:** Served as a house prefect, New Juaben Secondary Commercial School, Koforidua

EDUCATIONAL BACKGROUND

- Canvas University, Washington: Certificate in Monitoring and Evaluation in Global Health (September 2020)
- International University of Japan: Master of Arts in Public Management under the Japan International Cooperation Agency (JICA) scholarship scheme (2013-2015)
- University of Ghana: Bachelor of Science in Nursing (2009-2011)
- University of Ghana: Diploma in Nursing -Top-up (June-August, 2007)
- Nurses Training College, Ho: Registered General Nurse (1999-2002)
- New Juaben Secondary Commercial School, Koforidua: General Science (1996-1998)

RESEARCHES UNDERTAKEN

- Perceived organizational culture and its influence on employee performance and job satisfaction: survey evidence from the Ghana public health sector (unpublished).
Description: The study explored the link between organizational culture and employee performance and job satisfaction using components of the Competing Values Framework dimensions of culture proposed by Cameron and Freeman (1991).
- Awareness level of insured clients about services under the national health insurance scheme: a study at Ridge Regional Hospital (unpublished).
Description: The study assessed the knowledge level of insured clients on the inclusive and exclusive service packages under the National Health Insurance Scheme.

SELECTED WORKSHOPS ATTENDED

- **July, 2024** – Education and Management Training Foundation in collaboration with the Volta Regional Health Directorate: Management skills for healthcare practitioners
- **April, 2024** - Medical Simulation Skills Institute in collaboration with the Volta Regional Health Directorate: Managing for impact: A leadership tool for Nurse Managers
- **January, 2023** - Ghana Health Service: Lightwave Health Information Management System
- **June, 2020** – Ghana Health Service: Group Training Need Assessment
- **November 2019** – Volta Regional Health Directorate: Medico-legal Issues in Health
- **May, 2018** - Volta Regional Health Directorate in Collaboration with the Human Resource Division (Training Unit): Training on In-Service Training Management
- **November 2017** – Nursing and Midwifery Council of Ghana in collaboration with the Ghana Health Service: Nursing and Midwifery Managers' Development Programme

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- **November 2017** - Dodowa Health Research Centre in collaboration with the Volta Regional Health Directorate: Ethical issues in health, principles and practice/Operational research
- **October, 2016** - USAID/System for Health in Collaboration with the Ghana Health Service: Trainer of Trainers on the Ghana Health Service's Supportive Supervision Guidelines
- **May, 2016** - Volta Regional Health Directorate in Collaboration With USAID/System for Health: Training on Quality Improvement
- **2015** - Volta Regional Health Directorate in collaboration with USAID/System for Health: Training on Leadership Development Skills

COMPUTER SKILLS

- **Presentation:** Microsoft power point
- **Word processing:** Microsoft word
- **Spreadsheet:** Microsoft excel

REFERENCE

-Volta Regional Health Directorate

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