



## RoGeK Wellness & Research Center



### **VISION**

Empowering communities, transforming lives. We are a pioneering social enterprise dedicated to revolutionizing community health and well-being through cutting-edge research, innovative public health initiatives, and collaborative development programmes. Our bold vision is to become a global leader in health and wellness, driving transformative change that unlocks human potential, fosters vibrant communities, and creates a brighter future for all. We envision a world where every individual has the power, resources, and support to thrive, reaching their fullest potential and contributing to a society that is healthier, more equitable, and more just for all.

### **MISSION**

Our mission is to advance the health and well-being of individuals and communities through cutting-edge research, holistic wellness programmes, and accessible healthcare solutions. We are committed to enhancing healthcare by harnessing the power of innovation, collaboration, and compassion to empower individuals to lead healthier and happier lives.

We are committed to:

- ❖ Conducting rigorous, evidence-based research that drives impact and improves lives, informs policy and social health programming at the community level
- ❖ Disseminating research findings, educating and training communities to promote public health and wellbeing
- ❖ Providing walk-in public health promotion services that increase health literacy and address pressing health issues
- ❖ Fostering a culture of innovation, collaboration, and compassion that inspires positive change

- ❖ Information sharing and counselling on adolescent health, reproductive and maternal health, communicable and non-communicable diseases and general public health issues

## **What We Do**

- ❖ Health and Social Research
- ❖ Training and Education
- ❖ Health and Social Outreach
- ❖ Community Engagement and Development
- ❖ Preventive Healthcare
- ❖ Wellness Workshops and Seminars
- ❖ Counselling and Support Services
- ❖ Health Technology Innovation
- ❖ Partnerships and Alliances
- ❖ Holistic Wellness Programs

## **CORE VALUES**

- ❖ **Social entrepreneurship:** We are committed to promoting the social and/or environmental welfare of communities, and maximizing positive social impact for all.
- ❖ **Professionalism:** We uphold the highest standards of ethics, quality, and excellence in our work.
- ❖ **Innovation:** We embrace change, creativity, and diversity in our work. We constantly seek new ways to improve our services and processes, and to create value for all.
- ❖ **Integrity:** We are honest, transparent, and accountable in our actions and decisions. We honour our commitments and responsibilities to our partners and community.
- ❖ **Teamwork:** We value teamwork. We leverage our collective strengths, skills, and experiences to deliver the best results for our communities.

- ❖ **Environmental responsibility:** We are committed to minimizing the environmental impact of our operations and processes. We promote sustainable practices and solutions that protect and preserve natural resources and ecosystems.
- ❖ **Community engagement:** We actively participate in social causes and initiatives that benefit our community. We also seek to build long-term relationships with our community members based on mutual respect and support.

### **Administrative Department**

The department ensures efficient operations, compliance, and a well-organized work environment contributing to the overall effectiveness and productivity of the organization. The department functions in strategic planning and financial reporting, communication and customer service, project support and team collaboration, emergency response and compliance regulation, inventory control and technology support, health and safety compliance, office security and human resource support, office and records management, clerical support and travel arrangement as well meeting and events coordination. It sees to the organizational day-to-day administration and support coordination in all departments providing administrative planning and organizational support which complements all departments' administrative functions and duties.

### **Research, Information and Advocacy Department**

The department generates evidence-based data that impact the health and well-being of the populace and inform policy and social health programming at the community level. It effectively communicates and advocates for the organization's mission and goals. There are four research units under this department.

- ❖ Sexual Reproductive Maternal and Nutrition Research Unit
- ❖ Communicable and Non-communicable Research Unit
- ❖ Social and Environmental Health Research Unit
- ❖ Policy Analysis and Advocacy Unit

## **Data Management Department (DMD)**

The department ensures that data handling and processing are conducted efficiently, securely, and in compliance with relevant regulations and best practices. It serves as a steward of research data, ensuring it is managed effectively throughout its life cycle from collection and storage to sharing and preservation. The department performs functions not limited to:

- ❖ **Data Collection and Entry:** The department supervises the collection and initial entry of research data. This involves designing data collection instruments and/or tools, training personnel in data collection procedures, and ensuring data quality during entry.
- ❖ **Data Storage and Security:** The department manages where and how research data is stored. This comprises selecting appropriate storage solutions (e.g., databases, secure servers), implementing data security measures (encryption, access controls), and ensuring compliance with data protection regulations.
- ❖ **Data Cleaning and Validation:** The department oversees data cleaning and validation to correct errors, resolve inconsistencies, and ensure data integrity for analysis using automated tools and manual checks.
- ❖ **Data Documentation and Metadata Management:** The department ensures that comprehensive metadata is created and maintained, including details about variables, instruments, and methodologies used. This is to enhance the proper documentation of research data which is reproducible and transparent.
- ❖ **Data Sharing and Access:** The department has the oversight responsibility in facilitating data sharing within and outside the organization while respecting confidentiality and intellectual property right. The unit may establish protocols for data access, oversee data-sharing agreements, and manage repositories or archives.
- ❖ **Compliance and Ethics:** The department ensures that all data management practices adhere to ethical guidelines and regulatory requirements including monitoring compliance with institutional policies and external regulations related to data handling and privacy.
- ❖ **Training and Support:** The department provides researchers and staff with support and training on data management best practices and tools. This would be achieved through

workshops, and resource development, and may offer one-on-one assistance to promote good data management practices.

### **Training and Development Department**

The department designs and develop e-learning courses, training and capacity building programs that provide continuous professional development. The department is committed to lifelong learning opportunities that impact career development and growth in line with the organizational focus areas. The department plays a crucial role in enhancing the skills, knowledge, and competencies of its workforce. Its roles are not limited to assessing research and training needs, designing training programs and curriculum development, leadership and career development, mentorship programs, certification and licensing, cross-functional collaboration and emergency and safety training.

### **Community Engagement and Development Department**

This department is dedicated to community development through health and wellbeing, community mobilization and engagement in problem identification and problem-solving initiatives aimed at improving social determinants of the health and wellbeing of the populace. The department plays a vital role in building trust, goodwill, and a positive reputation for the organization at the community level. In addition to contributing to the organization's social responsibility efforts, it creates a mutually beneficial relationship between the organization and the serving community. It is responsible for - community needs assessment, stakeholder engagement and community outreach, resource mobilization and project development, crisis management and community feedback, cultural sensitivity and environmental sustainability, impact assessment and social responsibility, volunteer and employee engagement as well as long-term planning.

### **Organogram**

**Board of Directors:** The highest governing body, responsible for overall governance and strategic direction.

**Executive Directors:** Senior management responsible for executing the board's directives and overseeing the organization's operations.

**Managers:** Oversee different departments or functions within the organization and report to the Executive Directors.

**Department Heads:** Lead specific departments within the organization, reporting to the Managers. They are responsible for the day-to-day operations and execution of departmental strategies.

**Research Unit Leads:** Head specific units within the research, information and advocacy department reporting to the Department Heads. They manage research projects and the team members within their unit.

**Volunteers:** Contribute to various organizational activities and report to the relevant Research Unit Leads or Department Heads, depending on their area of involvement.

**Interns:** Support the organization in various capacities, often working closely with volunteers or under the guidance of Research Unit Leads, Department Heads or Managers. They may report to different levels depending on the structure and tasks assigned.

