

South African Human Rights Commission

Transforming society. Securing rights. Restoring dignity

Chief Executive Officer (CEO)

(5-year contract)

Total annual remuneration package: R1 209 713

The Chief Executive Officer (the CEO) provides strategic leadership, direction and guidance to the staff of the South African Human Rights Commission (the Commission) and ensures that the Commission meets its Constitutional and Legislative mandates by making sure that the management of the Commission is efficient and effective. The CEO is an Accounting Officer of the Commission and performs duties as assigned by the South African Human Rights Commission Act (Act 40 of 2013) as well as those duties as assigned to an Accounting Officer as prescribed in the Public Finance Management Act (PFMA) (Act 1 of 1999 as amended). The CEO is accountable to Commissioners and reports to Commissioners in the performance of his/her duties, including those delegated and assigned to him/her by Commissioners.

Key job responsibilities: The CEO will be responsible for the following, amongst others:

- Providing strategic leadership, direction and advice
- Overseeing the effective promotion and practice of good corporate governance and compliance pertaining to all relevant policies, legislation and regulations
- Providing leadership and guidance and ensuring that the operations of the Commission support the attainment of its strategic objectives and mandate
- Managing day-to-day operational support of all of the Commission's programmes
- Facilitating continuous adequate resource management - human, financial and technological - to sustain the work of the Commission
- Monitoring and evaluating the Commission's mandate, its effectiveness and actions required to retain the Commission's international "A" status as a National Human Rights institution
- Engaging with relevant stakeholders and the media to promote the mandate of the Commission.

Requirements:

- A postgraduate degree in Business Management, Law or Social Science
- At least 7 years' experience in a senior management role
- Experience in preparation and management of strategic plans, operational plans and budgets
- Previous experience in change management processes of a Government or a parastatal institution or an NGO or a notable private business institution would be an added advantage
- Knowledge and understanding of:
 - * The Constitutional mandate of the Commission
 - * Relevant (national and international) human rights legislation/laws, theory and practice
 - * The PFMA and Treasury Regulations
 - * Good governance policies, practices and directives including the King Reports
 - * Management processes and practices
 - * Performance monitoring
 - * Batho Pele principles
 - * Strategic planning and impact assessment.

Key competency requirements:

- Strategic capability, leadership and innovative thinking
- Financial management
- Programme and project management
- Problem-solving, analysis and decision-making ability
- People management, empowerment, diversity and change empowerment
- Knowledge management
- Communication and understanding of the media
- Honesty and integrity
- Client orientation
- Stakeholder management and engagement.

Commencement date: 1 March 2015

Kindly submit a one-page cover letter and CV to recruitmentceo@sahrc.org.za by 15:00 on 26 January 2015. Please note that candidates will be required to undergo competency assessments and subject themselves to security clearance procedures.

• Only short-listed candidates will be invited for interviews

• Should you not hear from the Commission within one month of the closing date of the advert, you should consider your application unsuccessful

• The Commission reserves the right not to make an appointment.

For further details on the position advertised, please visit the SAHRC website: www.sahrc.org.za

