



VACANCY
CLOSING DATE: 23rd OCTOBER 2019

JOB TITLE	Programme Manager – Social Transformation
NBI	<p>The National Business Initiative (NBI) is a voluntary coalition of South African and multinational companies, working towards sustainable growth and development in South Africa and the shaping of a sustainable future through responsible business action, thereby demonstrating business action for sustainable growth. Since our inception in 1995, the NBI has made a distinct impact in, amongst others, the spheres of housing delivery, crime prevention, local economic development, public sector capacity building, further education and training, schooling, public, private partnerships, energy efficiency and climate change.</p>
MAIN PURPOSE OF THE ROLE	<p>The Programme Manager will be a senior member of the Social Sustainability team responsible for driving the strategy and programme implementation of the unit, with a focus on the Transformation and Social Cohesion programme. The Programme Manager will be expected to bring relevant expertise, insights and knowledge to develop and implement the programme pathways.</p> <p>This role requires focus and delivery of key pathways which includes; Activating Bold and Transformative Leadership, Creating a Culture of Inclusion, Enabling Economic Inclusion and Driving Ethical Leadership and Anti-Corruption.</p> <p>Additionally, the incumbent will also co-ordinate events and initiatives aimed at promoting business capability to understand and address issues of exclusion and inequity within their organisation and more broadly in society.</p> <p>This role therefore provides excellent exposure to leaders across all business sectors and government.</p>
REPORTS TO	<p>Head of Social Sustainability</p> <p>The position is based in Johannesburg with some local travel required.</p>
KEY PERFORMANCE AREAS	<p>Amongst others, the role focusses on the listed key performance areas:</p> <ul style="list-style-type: none"> - Strategy and programme management of the Transformation and Social Cohesion project streams and activities to ensure continued deepening and growth of the work to provide support for member companies and contributes to broader body of knowledge - Stakeholder engagement with key partners, donors and member companies to support the delivery of project outputs and activities, including building relationships and networks - Represent the NBI on key external platforms, committees and local events - Support the unit in resource management which includes team management, budgeting and proposal writing and fundraising

MINIMUM EDUCATION & EXPERIENCE	<ul style="list-style-type: none"> • Minimum 8 years’ experience in a combination of project delivery, project management, research and writing of communications, proposals and reports • Proven track record in driving strategy and implementation of either transformation, inclusion, development and/or social sustainability programmes • Deep understanding and expertise in social issues in a local and global context i.e. inequality, inequity and exclusion etc. • Experience in managing dynamic teams with a focus on growth and development • Proven ability to network and build relationships within the private and public sector, as well as with donors and funders • Masters’ degree in sustainable development, social science, economics or a similar qualification
REQUIRED COMPETENCIES	<ul style="list-style-type: none"> • Research skills and experience to support the NBI in working with social sustainability and transformation across the levels of business leadership and sustainability practitioners • Knowledge and understanding of social transformation, inclusion and equity especially in relation to business • Skill in facilitation, relationship management and project management • Ability to represent or support the organisation in participating in relevant conferences and dialogues (including public speaking) • Excellent written, communication and presentation skills • Strategic planning • Ability to persuade and influence • Ability to engage with project funders and strong proposal writing skills • Team management and leadership
PERSONAL ATTRIBUTES	<ul style="list-style-type: none"> • Passionate about making a difference in supporting sustainable development and transformation as it applies to the society • Ability to work independently • Interest in working with technical and research data • Good interpersonal skills • Willingness to learn and grow in an ever-changing environment
WORKING ENVIRONMENT	<p>The candidate must be willing to work within a team focused on sustainability and social issues. The NBI operates within an open-plan environment and supports a culture that is informal, inclusive, with a strong work ethic, willingness to assist others and commitment to the vision and mission of the NBI.</p>
PACKAGE	<p>This is a fixed term three-year contact, with a 3-month probation period and remuneration will be negotiable in the range of R 600 – 900 000 per annum, in accordance with the level and experience of the successful candidate.</p>

Please note: Interested persons should please forward their detailed CVs to Renee Singh via e-mail renees@nbi.org.za or phone (011) 544-6000 / fax (086) 505-8988