

Job Specification & Recruiting Profile of Vacancy

19 February 2024

The following vacancy exists at NSFAS Head Office in Cape Town.

Position	Chief Executive Officer	Type & Grade	Top Management, executive level role reporting to the Board 5 Year fixed term contract Paterson Grade F4
Vacancy No	40 of 2023/2024	Department & Unit	Office of the Executive Officer

POSITION OVERVIEW:

To provide strategic direction through inspired leadership, to make high-level decisions about policies and strategies whilst being responsible for developing and implementing operational and strategic planning and to engage significantly with a wide range of stakeholders in the higher education sectors.

RESPONSIBILITIES

Core Strategic Objectives

- Implement the Nsfas mandate and strategic vision of the Board.
- Lead, formulate and implement the Five-Year Strategic Plan of NSFAS cascaded into Annual Performance Plans (APP).
- Ensure quality reporting as per PFMA requirements including quarterly and annual reporting to the Board and shareholder.;
- Develop and implement medium to long-term business imperatives that lead to positive results

for beneficiaries and stakeholders

- Initiate, plan and implement projects to enhance efficiency and add value to Nsfas beneficiaries and stakeholders.
- Be responsible for the development, resource mobilisation and implementation of the Nsfas budget in consultation with the Chief Financial Officer.
- Be responsible for the internal audit function.
- Be overall responsible for the risk management strategy of Nsfas

People management and ethical leadership

- Lead the organisation in a way that promotes ethical leadership, accountability, and good governance.
- Create a fit-for-purpose organisational structure, human resource and performance management systems and culture.
- Lead the acquisition, selection, and orientation of Executive Management team members.
- Performance management, leadership, coaching and mentoring of direct reports.
- Lead the Executive Management team.

Stakeholder relationships

- Lead the strategic positioning of Nsfas with internal and external stakeholders.
- Manage and influence relationships with key stakeholders in the higher education sector.
- Engage and consult stakeholders regularly on the mandate and performance of Nsfas.
- Communicate effectively and establish credibility throughout NSFAS.

Relationship with NSFAS Board

- Communicate effectively with the Board through the Board chairperson.
- Perform the functions as determined by the board.
- Provide reports to the Board as required by the PFMA and Board Charter.

DESIRED SKILLS AND EXPERIENCE

Minimum requirements:

- Master's in Business Administration, Masters in Financial Services or Chartered Accountant qualification
 - 15 years' experience in a management position with five years at an executive level
 - Experience within the Public Services and Education and Training Sector is advantageous
 - Experience in developing, planning, and implementing successful organisational strategies in big
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and/or complex organisations.

- In-depth knowledge of corporate governance, finance, and performance management principles.

Preferred:

- Experience in the banking and financial services sector
- Knowledge of the higher education sector

Skill and Competencies:

- Strategic thinking
 - Organisation and planning
 - Critical analytical and conceptual thinking
 - Change management
 - Managing complexity
 - Decisiveness
 - Building sustainability and innovation
 - Fairness, transparency, honesty and integrity
 - Leveraging diversity
 - Navigating the political landscape
 - Leadership and team building
 - Judgement
 - Emotional intelligence
 - Commercial and business acumen
 - Stakeholder engagement
 - Report writing
 - Negotiation and conflict management
 - Presentation and communication
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REMUNERATION & BENEFITS

NSFAS offer a Competitive Remuneration Package which is negotiable.

The position is offered on a 5-year fixed-term contract with a Total Cost to Company package.

PLEASE NOTE

Closing date: 1 March 2024

Interested applicants must complete and submit an **Employment Application Form** available on the NSFAS website. The form must be supported by a detailed Curriculum Vitae which includes amongst other things the vacancy name/position title you are responding to, copies of academic qualifications, Identity Document, and names of three contactable referees. The response must be addressed via the following email address: **jobs@nsfas.org.za**.

Please note the following contact details are for enquiries about **JOB CONTENT ONLY** and **NOT** for application purposes.

For Enquiries please contact: jobs@nsfas.org.za.

The NSFAS does not consider late applications. The NSFAS talent acquisition team only corresponds with Shortlisted Candidates. Should you not hear from the NSFAS talent acquisition team within 2 months from the closing date, please consider your application unsuccessful.

“NSFAS is committed to providing equal opportunities and practicing affirmative action employment. It is our intention to promote representivity (race, gender, disability) in the organisation through filling of this position and candidates whose appointment will promote representivity will receive preference. “
