



Commission for Gender Equality
A society free from gender oppression and inequality

The Commission for Gender Equality (CGE) is an Independent and statutory body created in terms of the SA Constitution. The CGE is committed to a society free from gender oppression and all forms of inequality. Applications are invited from suitably qualified candidates for the following position.

EDUCATION OFFICER

Level 9 – Basic Salary: R 311 784 p.a (Exclusive of Benefits)

Centre: KZN office

Requirements:

BA Social Science plus a gender related qualification. Minimum of three years relevant work experience. Valid driver's license.

Competencies required:

Sound knowledge of and experience in the field of Gender. Advocacy and working with civil society, the public sector and Chapter 9 institutions
Excellent networking skills • Knowledge of one or more of the Indigenous languages spoken in the province will be an added advantage • Be prepared to travel and work under pressure to meet deadlines • Advanced understanding of project management. Computer literacy. Excellent facilitation skills and experience. Excellent verbal and written communication skills. Ability to work independently, plan and prioritize.

Duties:

Develop, Implement and co-ordinate educational and Informative programmes that will create an awareness of gender equality. Train and support public trainers and other stakeholders to implement education and information programmes in gender equality. Research the gender equality field and advise management on developments through appropriate media. Conduct interventions such as dialogues, workshops and information sessions. To conduct workshops, gender dialogues, seminars, public hearings and campaigns to advise the Department Head on trends, cases and developments which impact on gender equality. To implement the plan of action (POA) of the organization and the department. To develop reports that indicates the trends in gender equality. To obtain feedback from relevant stakeholders through impact assessment. To make presentations and attend gender forums. To submit monthly and quarterly reports. Perform other related duties as requested.

Please submit the following: Letter of Motivation, Maximum, Four-page CV and Certified copies of ID, qualifications & telephone details & e-mail addresses of three contactable referees to:

Commission for Gender Equality, Attention: Mr. Mcebisi Ketse, Human Resources Manager.
P O Box 32175, Braamfontein, 2017 or hand deliver to No.2 Kotze Street, Women's Jail, east Wing Constitution Hill, Braamfontein 2017.

Enquiries: Mr. Mcebisi Ketse Tel: 011 403 7182/3/4

Please note that no e-mail, faxes or late applications will be accepted. Only short-listed candidates will be contacted within two weeks of the closing date. Applicants with foreign qualification must submit a SAQA evaluation report on the qualification. The CGE reserves the right not to fill this advertised position.

The CGE fully subscribes to the principles of Employment Equity and these principles will be applied in the appointment for this position:

Closing date: 31 October 2016
