

Senior Advisor: Inclusive Communities

Based in Western Cape (Cape Town) Ref: 26/07/07

Cluster: Infrastructure Delivery & Spatial Transformation & Sustainability

Remuneration package: A competitive salary package with benefits

Our promise to our employees is to give them an opportunity to grow their careers through experiences and connections that inspire them to make an impact

ROLE OVERVIEW

Reporting to the **Provincial Director of Operations**, this role will ensure the development and implementation of programmes, projects and interventions to support municipalities in building health, community services and Inclusivity, focused on improving the health and well-being of individuals in society; strengthening community development and cohesion; improving inclusion of vulnerable groups and public safety and security in local government.

THE CANDIDATE PROFILE

■ Understanding of the Human Development issues ■ Understanding of the principles underpinning all the disciplines reporting into this position ■ Understanding mainstreaming of transversal issues and disaster management ■ Strong leadership skills ■ Project Management ■ Logistical and Organising Skills ■ Strong analytical ability towards opportunity identification ■ proven capability to interact at all different levels ■ Business Communication ■ Computer Literacy ■ excellent communication skills ■ Good report writing, feedback and presentation skills ■ Strict adherence to deadlines ■ Understanding of all relevant legislation ■ Understanding the policies related to the position ■ SALGA desires an individual who will share and buy-in, in our core values, mission and vision, demonstrating a commitment to our 's ethos beyond just doing the job.

KEY PERFORMANCE AREAS

■ Assist municipalities in the areas relating to community development, which include: Community services and social cohesion which looks into social infrastructure and getting communities access and partners thereof; Mainstreaming of transversal issues relating to the areas of HIV/ AIDS, gender, youth, disability, the elderly, and children; Primary health care and municipal health care issues, in particular environmental health; safety and security – from both the perspective of compliance and proactive prevention (including policing and emergency management services) and Human development, where this includes issues relating to, for example, sports, recreation, arts and culture, and poverty alleviation ■ Provide policy and guidelines input into and on the ground support in respect of the above ■ Support municipalities in creating safe communities ■ Mainstreaming transversal Issues ■ Facilitate and/ or assist municipalities to develop and align policies to best practice and ensure implementation in terms of procedures and service delivery ■ Facilitate the establishment of provincial support structures/ mechanisms e.g. District Aids Council ■ Establish technical committees on primary health care and municipal health ■ Provide advice and support to municipalities regarding section 78 processes ■ Assist municipalities to develop community safety plans ■ Coordinate and engage sport and recreational activities to contribute to Human Development ■ Providing input to all areas at National Office in terms of observations around practice to assist in policy development ■ Collecting and document best practice, and provide through to National office for integration into SALGA approach (for mainstreaming; primary health care and municipal health care, disaster management, safety and security; human development) ■ Implementing the Social Development Policy as developed through SALGA national structure ■ Collecting and documenting best practice on mainstreaming transversal issues ■ Collating information to support national level SALGA with best practice and current approaches on primary health ■ Conducting an audit on existing Municipal Health by-laws at district level ■ Collating information & liaise with National Office (regarding funding status of Municipal Health at district municipalities and metros) ■ Assessing existing small scale human development projects funded by external stakeholders ■ Conducting audit of existing recreational facilities/social infrastructure and the functionality of arts and culture structures ■ Facilitate capacity building amongst municipalities within province, in respect of all areas (for: mainstreaming; primary health care and municipal health care; disaster management; safety and security; human development).

■ Advocacy and lobbying with stakeholders at provincial level through relevant Intergovernmental Relations platforms (for: mainstreaming; primary health care and municipal health care; safety and security; human development) ■ Advocacy and lobbying with stakeholders at provincial level on mainstreaming transversal issues. Municipal health and human development issues ■ Prepare and submit quarterly performance assessments reports of the Unit as and when required ■ Prepare and submit progress reports and presentations of the Unit for discussion to relevant meetings, working groups, committees, forums or departments as and when required to ensure that all concerned can contribute and make informed decisions ■ Manage the provision of general administrative functions and all other relevant support services within the Unit ■ Brief the Head of the Province regularly on issues requiring his attention to keep him informed on issues pertaining to performance management so that appropriate and well informed decisions can be made ■ Attend and ensure that the department's interests are properly represented at all relevant meetings, working groups, committees, forums or departments ■ Monitoring of training of disaster management capabilities, service level agreements on primary health and progress with implantation of social development policy

QUALIFICATIONS AND EXPERIENCE

- Relevant NQF level 7 qualification Human Sciences/ Humanities studies or related disciplines
- Valid Driver's License and frequent travelling
- At least 7 - 10 years' relevant experience of which at least 3 years have been at an equivalent level within a medium to large sized organisation;
- Demonstrates a sound understanding of the Local Government Sector. Sound track record in effectively managing complex and sensitive stakeholder engagements at all levels.

Suitably qualified and experienced candidates can apply on www.cvspaces.co.za:

Closing Date: 31 July 2026

NOTE: Communication will be limited to short-listed candidates only. SALGA reserves the right not to proceed with the appointment for any of the vacant position. All appointments will be made in line with the SALGA'S

Employment Equity Plan

