

<b>Job Title:</b>	<b>Executive Strategy and Advisory</b>
<b>Type of Position</b>	<b>Fixed Term Contract (5Years)</b>
<b>Reporting to</b>	<b>Chief Executive Officer</b>
<b>Based:</b>	<b>Pretoria</b>
<b>Reference No:</b>	<b>HRREC007/23</b>

### **Qualification and Experience:**

Master in Agricultural Economics or related qualifications, PhD will be an added advantage. 8 -10 years' experience in Strategic Planning and Policy Development in the Public/Private Sector, with at least 5 years of experience in strategy or business analysis. Excellent facilitation and interpersonal skills with the ability to manage issues in a sensitive and mature manner. Experience in the machinery of government, particularly as these relate to ministerial servicing. Knowledge of leadership and management principles. Strong financial management and budgeting background. Demonstrable competency in strategic planning and business development.

### **Knowledge and Skills**

Knowledge of the Marketing of Agricultural Products Act, Act No 47 of 1996 (MAP Act). Strategic or business planning. Policy analysis, formulation methods and processes. Performance Reporting Standards and practices. Corporate Governance. Medium Term Strategic Framework. National Treasury Regulations. Framework for Strategic Plans and Annual Performance Plan. Framework for Quarterly Performance Reporting. Good Leadership Skills. People Management. Change management. Financial Management. Strong interpersonal skills and emotional intelligence Visionary thinker, creative and innovative Adept learning and research skills. Ability to work under a pressurized environment, and Ability to compile and present executive reports

### **Key responsibility**

#### **1. Strategy and Advisory**

- Coordinate the advisory initiatives by the NAMC to the Office of the Director-General and to the Office of the Minister.
- Work collaboratively with internal and external subject matter experts to prepare timely and impactful advice to senior NAMC and DALRRD leadership, the Minister and other key stakeholders.
- Provide peer review, oversight and input into submissions and other papers prepared by the NAMC for the Director-General, Minister, industries and stakeholders.
- Maintain a comprehensive understanding of key priority areas, particularly as they relate to the NAMC's mandate and role in the sector.

- Maintain an understanding of government functions, policies and legislation to enable prompt and effective identification of emerging issues and trends, to proactively advise the Director-General, Minister and stakeholders on matters that may impact services.
- Build, develop and maintain positive and productive relationships with the shareholder and stakeholders based on cooperation, trust and respect to facilitate effective and optimal service delivery.
- Oversee the development of an effective short, medium and long-term operating strategy for the NAMC programmes.
- Oversee the development, delivery and achievement of divisional plans and budgets for the programmes.
- Align plans to meet business needs, achieving stipulated objectives.
- Oversee the development, implementation and maintenance of relevant policies, standard operating procedures, guidelines and processes, achieving compliance in line with the MAP Act.
- Provide strategic leadership in the management of Performance Information and Advisory services.
- Support divisions during the strategic planning period, and ensure that they deliver on their mandate

## **2. Financial Management and Governance**

- Demonstrates knowledge of general concepts of financial planning, budgeting and forecasting and how they interrelate.
- Approve expenditures within the authority delegated by the CEO.
- Present current, and future financials and projections on the Strategic Planning and Advisory operations.
- Oversee the allocation of resources to drive the best balance between financial and operational concerns.
- Identify and evaluate the risks and implement measures to control risks.
- Manage and guide the implementation of good corporate governance practices.
- Manage the quality of the Strategic and Advisory outputs and compliance with NAMC policies and procedures.

## **3. People and Project Management**

- Provide clear leadership, and promote and foster a team culture consistent with the NAMC's values.
- Maintain a high-performance culture through effective performance management and communication with employees.
- Provide developmental feedback in accordance with performance management principles.
- Seeks opportunities to increase personal contributions and level of responsibility.
- Manage conflict through a participatory transparent approach.
- Ensure that staff morale remains high

## **4. Stakeholder Engagement and Reporting**

- Regular liaison on matters pertaining to the NAMC strategy and the Marketing of Agricultural Products.
- Do presentations to the portfolio committee, the shareholder and stakeholders on request or as required.

- Communicate with relevant media and the general public as delegated.
- Ensure that stakeholder perceptions of the NAMC remain positive.
- Participate in workshops, meetings, contact sessions, forum meetings and other industry meetings).
- Ensure council members are kept informed on a regular basis on all work progress and any new developments.
- Ensure divisional and Council reports are submitted in a timely manner.

To apply for the position, please forward the relevant Job Application Form which is available in our website to [hrrecruitment@namc.co.za](mailto:hrrecruitment@namc.co.za) closing date: **21 July 2023**. If you have not been contacted within three months of the closing date, please note that your application was unsuccessful.

Short-listed candidates will be subjected to reference checks and qualification verification. If you have not been contacted within 3 months of the closing date, please note that your application was unsuccessful.

By applying for this position, you hereby acknowledge that you have read and accepted the following disclaimer as per the **Protection of Personal Information Act, Act 4 of 2013 (POPIA)**: I hereby consent for NAMC to process my personal information as part of the recruitment process, given that the NAMC shall take all reasonable measures to protect the personal information of applicants and for the purpose of this disclaimer “personal information” shall be defined as outlined in the POPIA.

Please visit [www.namc.co.za](http://www.namc.co.za), for further enquiries, send email to [hr@namc.co.za](mailto:hr@namc.co.za). The NAMC reserves the right to withdraw, amend or not fill the position.