

Job Title:	Corporate Communications Manager
Type of Position	Permanent
Reporting to	Senior Manager: Human Capital
Based:	Pretoria, Hillcrest
Reference No:	HRREC009/26

Purpose

The Corporate Communications Manager is the lead decision maker on all corporate communication activities the NAMC engages in and is responsible for the development, management and coordination of the communications strategy and all associated, tasks and initiatives in line with the NAMC policies and procedures.

The position is also responsible for building and maintaining relationships with key stakeholders in the Agricultural Sector, Industries and the general public.

Requirements

1. Qualification & Experience

- A Bachelor's Degree in Marketing, Communications, Public Relations, or Journalism or equivalent is a minimum requirement.
- 5 years' experience at managerial level in the Communications environment.
- Computer literacy (MS Word, Excel, PowerPoint).
- Excellent written and verbal communication skills in at least two official languages.
- Ability to function effectively under pressure and be deadline orientated.
- Ability to deal with National and Provincial government departments, stakeholders and staff in an appropriate manner.
- Ability to function independently, as well as within a team.

2. Knowledge and Skills

- Knowledge and understanding of Public Communications, Public relations and Marketing guidelines.
- Computer literacy (MS Word, Excel, PowerPoint).
- Broad knowledge of all media and excellent public relations skills.
- Deep understanding of, experience with, and proven success directly managing social media.
- Strong project management skills including planning, organizing and communicating skills to effectively manage and co-ordinate service providers, internal and external stakeholders.

3. Key Performance Areas

Marketing & Communications

- Develop and manage the effective implementation of the communication strategies and plans in line with NAMC strategic objectives, policies and procedures.
- Communicate the NAMC's vision by developing and implementing short- and long-term Media strategies for specific projects and initiatives.
- Conceptualize, maintain and create updated content for all communication platforms, including Newsletters, Publications, Website and social media.
- Monitor news, updates, and research relevant to initiatives and sector; recommend and create related content to distribute broadly and accordingly.
- Increase the visibility and status of the NAMC reputation and create awareness regarding its work and how it disseminates its research to the public.
- Liaise with key divisions to develop proactive communications plans to support their business objectives.
- Undertake Media training for Council, Management and other relevant Officials.
- Serve as writer and editor for a broad array of organizational communications including, but not limited to brochures, newsletters, annual reports, and presentations.

Stakeholder Engagement & Public Relations

- Develop a stakeholder management strategy and supporting processes for the effective management of the NAMC relationships with stakeholders.
- Create strategy and narratives for reputation management and crisis communications.
- Track and report on public relations activities, relevant stories, and applicable news coverage.

Human Resource Management

- Manage staff and administer the performance of all corporate communications employees.
- Manage the development of employees in the division in consultation with the Human Capital Division.

Risk Management

- Implement appropriate risk reporting by updating and managing the quarterly risk registers.
- Represent the communication unit in the Risk Management Committee and other committees as required.
- Receive and review the audit reports and advise business units when required.

Closing date: 12 June 2026

Please visit www.namc.co.za.

The NAMC reserves the right to withdraw, amend or not fill the position.