



Provincial Co-ordinator: KwaZulu-Natal

Based: Pietermaritzburg

KwaZulu-Natal is a key province for the Treatment Action Campaign in its work to ensure that every person with HIV/AIDS, TB and STIs has access to quality comprehensive prevention, treatment, care and support services to live a healthy life. Following the development of a new three year provincial strategy, TAC is recruiting to the new senior position of Head of Province.

Working with the oversight of the Provincial Secretariat, the Head of Province will lead TAC's work in KwaZulu-Natal, enabling TAC members and funds to bring about progress through stronger and more sustained membership, stronger demand for appropriate services in communities, and improvements in government policy and implementation at all levels.

Key result areas are:

- Overall strategic leadership of all TAC's work across KwaZulu-Natal.
- Overall strategic management of all TAC's work across KwaZulu-Natal.
- External and internal representation to provide effective representation of TAC's provincial level priorities.
- People management to ensure high levels of performance management for all TAC staff
- Financial management to ensure that TAC is making good use of available funds
- Monitoring, evaluation, reflection and learning to ensure that appropriate collection, capture, analysis, and sharing of information (including reflection and learning) occurs.
- Communications: To ensure effective communication of TAC's work both internally and externally

Key competencies include:

Education and experience

- Relevant Tertiary Qualification (Social Science/Health Sciences/Community Development)
- Five or more years' experience of middle management, preferably in a membership-based organisation.

Skills and Knowledge

- Very high-level understanding of the functioning of membership-based organizations.
- Very high-level understanding of political and civil processes and how to engage with them.
- Significant up-to-date knowledge of HIV and AIDS and TB and STIs and appropriate responses to them.
- Strong understanding of the political and social dynamics of KwaZulu-Natal, especially in relation to the HIV and TB epidemics.
- Good verbal communication in isiZulu.
- Fluency in English, including speaking, reading and writing, with the ability to conduct high-level business in English.

Underlying competencies

- Organisation to work effectively

- Drive to achieve results
- Decision-making
- Conceptual thinking
- Developing others
- Facilitating change
- Influencing others

Other essentials specific to the job:

- Able & willing to travel extensively within the province, and nationally.
- Commitment to the overall aims and values of TAC
- Excellent Health
- Expectation of occasional work outside regular weekday hours, as required to do the job.
- A driving licence with clear evidence of safe and considerate driving.

Please submit the following:

- a resume listing qualifications, prior work experience and at least two referees
- a cover letter setting out your motivation to work with TAC

To The Human Resource Department;

TAC, 122 Longmarket Street, Cape Town, 8001; or email at hr@tac.org.za by 23 May 2013

The organisation is particularly interested in considering women and people living with HIV.

Please note that if you don't get a response from us within 4 weeks of the closing date, you should consider that your application was not successful.