



Communications Officer
(Graded as Principal Communication Officer)
Succulent Karoo Ecosystem Programme (SKEP)
(Salary Level 8 – 2 year contract position)
Kirstenbosch National Botanical Garden – Cape Town

SANBI is seeking a dedicated, enthusiastic person to support the implementation of a learning network in the SKEP programme and within the other bioregional programmes of SANBI. This will involve capturing and disseminating learning achieved through the first five-year phase of work of the Succulent Karoo Ecosystem Programme (SKEP) and establishing sustainable mechanisms to do this.

Requirements: Candidate must be in possession of a tertiary qualification in a relevant field (e.g. social science, communications, education, horticulture, nature conservation), and 2 – 5 years relevant working experience.

The incumbent must be able to work independently, have sound interpersonal relations and excellent spoken and written command of English and one other official language. Computer literacy and good organisational, administration, research and writing skills are all essential.

Responsibilities:

- Promote learning amongst partners
- Develop case studies and lessons learned
- Produce content on the programme
- Write news articles and press releases
- Assist in programme development

It is essential that the incumbent has a valid code B driver's licence with one at least one year's driving experience. This position may require candidates to travel throughout the Succulent Karoo region including the Northern Cape.

SANBI offers an all inclusive annual salary of R221 898.90.

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Please Note: 1) Applications must be accompanied by a letter motivating why the applicant should be favourably considered for the position and confirming that the minimum qualifications are met (applicants lacking evidence of relevant experience will not be considered). 2) A competency test will be conducted as part of the selection process. 3) Applicants must also provide the full names, address and telephone number and if possible e-mail address of at least three referees. Failure to submit the requested information may result in your application not being considered.

Persons with disabilities are encouraged to apply. . SANBI reserves the right not to fill this position.

All applications will be considered with the understanding that, in terms of the SANBI Employment Equity Plan, preference will currently be given to candidates from the designated groups.

Contact Ms Itebogeng Olifant on 021 7998878/8647 or, preferably, forward a letter and concise CV via e-mail to recruitmentct@sanbi.org.za or fax 021 762 3229. Postal applications are to be addressed to the Deputy Director: Human Resources, South African National Biodiversity Institute, Private Bag X7, Claremont 7735.

Closing Date: 29 March 2010

Candidates are expected to be available for selection interviews on a date and time as determined by SANBI. *If no response has been received within 21 days of the closing date, candidates may assume that their applications were unsuccessful.*