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**JOB ADVERT:**

Applications are invited from suitably qualified candidates for the following position.

**PERMANENT POST:** Education Officer

**SALARY PER ANNUM:** R 424 104.00 (excluding benefits)

**REFERENCE:** CRL/2024/4

**CENTRE:** Head Office, Braamfontein, Johannesburg

**PURPOSE:** To plan, deliver and execute Educational Programmes with the intention to promote engagement and empower stakeholders through knowledge-based intervention to ensure effective participation in Cultural, Religious and Linguistic matters.

**MINIMUM REQUIREMENTS:** An appropriate Bachelors Degree in Social Science/Education/Public Administration or Management or an equivalent (**NQF7**) qualification. A post graduate degree in Social Sciences or equivalent qualification in Public Management will be an added advantage. A minimum of 4 years working experience in a public education and advocacy or in a similar field. A minimum of 2 or more years' experience working in a Chapter 9 Institution will be an added advantage. Sound knowledge and understanding of the diverse cultural, religious and linguistic practices and related policy framework. Excellent verbal and written communication skills and the ability to communicate effectively at all levels. Self-driven, enthusiastic and ability to priorities. Willingness to travel. A Valid driver's licence is a pre-requisite. (Applicants should be able to drive in big cities and rural areas).

**COMPETENCIES REQUIRED:** Excellent report writing skills, Computer Literacy including typing skills, Project Management skills, Excellent Facilitations skills, Ability to speak two or more of the official indigenous languages will be an added advantage, Good interpersonal skills, Ability to work under pressure and independently, Research skills and knowledge of various research techniques, Willingness to travel.

**KEY RESPONSIBILITIES AND FUNCTIONS:** Implement and coordinate public education and awareness campaigns in accordance with the approved business plan of the Unit and the annual performance plan. Implement strategies and conduct interventions for the promotion and protection of the rights of cultural, religious and linguistic communities. Maintain all CC's directory and ensure active engagement of Community Councils in nation building. Compile monthly reports on Public Education & Engagement activities.

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**CLOSING DATE:** 3 MAY 2024

**ENQUIRIES:** Human Resources

**TEL:** 011 358 9112/9108

Forward a written application, including a comprehensive CV, recently certified copies of your ID and qualifications and a driver's licence where applicable via email to [recruitment@crlcommission.org.za](mailto:recruitment@crlcommission.org.za), or hand delivered to The CRL Rights Commission Offices, 33 Hoofd Street, Forum IV, Braampark, Braamfontein. Applicants in possession of foreign qualifications must include the evaluation certificate from South African Qualification Authority (SAQA). Please note that failure to comply with the above instructions will render the application unsuccessful. The Commission reserves the right not to fill this position.