

**DEPARTMENT OF BASIC EDUCATION**

*The Department of Basic Education is committed to providing equal opportunities and practicing affirmative action employment. It is our intention to promote representivity (race, gender, disability) in the Department through filling of these posts and candidates whose transfer, promotion, or appointment will promote representivity will receive preference. Preference will firstly be given to excess employees and secondly to current Public Service employees.*

- APPLICATIONS** : Submitted via post to: Private Bag X895, Pretoria, 0001 or hand-deliver to: The Department of Basic Education, 222 Struben Street, Pretoria. Please visit the Department of Education's website at [www.education.gov.za](http://www.education.gov.za) or the Department of Public Service and Administration vacancy circulars at [www.dpsa.gov.za](http://www.dpsa.gov.za)
- FOR ATTENTION** : Mr A Tsamai
- CLOSING DATE** : 12 April 2019
- NOTE** : Applications must be submitted on Form Z83 obtainable from any Public Service Department and must be accompanied by a comprehensive CV and certified copies of ID and qualifications. NB as of 1st July 2006, all new appointments in the public service have to be part of the Government Employee Medical Scheme (GEMS) in order to qualify for a Government Medical Subsidy. Correspondence will only be entered into with shortlisted applicants. Shortlisted candidates will be required to undertake a writing test as part of the interview process. Applications received after the closing date, e-mailed or faxed applications will not be considered.

**MANAGEMENT ECHELON**

- POST 11/03** : **DIRECTOR: EDUCATOR PERFORMANCE MANAGEMENT AND DEVELOPMENT AND WHOLE SCHOOL EVALUATION REF NO: DBE/EDW/03**  
Branch: Teacher and Professional Development  
Chief Directorate: Education Human Resource Management  
Directorate: Educator Performance Management and Development and Whole School Evaluation
- SALARY** : R1 005 063 per annum (All-inclusive remuneration package)
- CENTRE** : Pretoria
- REQUIREMENTS** : The position requires a proactive person with strong conceptual, strategic and operational leadership skills, as well as proven management ability. The successful candidate will be responsible for the development, implementation, monitoring and evaluation of policies and programmes to coordinate and strengthen performance evaluation and development systems for school and office-based educators as well as internal and external school evaluations. The incumbent will also develop mechanisms for effective implementation of skills development in provinces. Further Requirements: An appropriate three-year Bachelor's Degree or an undergraduate qualification (NQF level 7) as recognized by SAQA with at least five (5) years' experience at middle or senior management level. This should ideally be supported by substantial experience in education. Excellent communication, inter-personal and writing skills are vital. Candidates should have experience of high-level strategic planning processes, human resource and performance management and financial management. Applicants must have extensive and relevant knowledge relating to the work of provinces within the Basic Education sector. Extensive knowledge of education policies; Good computer skills including MS Word, MS Excel and MS Power Point; Ability to work under pressure; A valid driver's license and be willing to travel extensively.
- DUTIES** : The successful candidate will: Provide strategic leadership and operational management of the Directorate, which includes the following sub-directorates: Integrated Quality Management System for school-based educators; Performance Management and Development System for office-based educators; Whole School Evaluation and School Improvement Planning; and Skills Development. Liaise and co-operate with provincial education departments, other government departments, Teacher Unions, entities like SACE, NECT and ETDP SETA as well as NGOs. Monitor and evaluate policies and strategies to promote the work of the directorate.

**ENQUIRIES** : Mr A Tsamai Tel No: 012 357 3321/ Ms M Thubane Tel No: 012 357 3297  
**NOTE** : All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical element of the job, the logistics of which will be communicated by the department. Following the interview and the technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. The incumbent will have to sign an annual performance agreement as well as annually disclose his/her financial interests and be subjected to a security clearance.

**POST 11/04** : **DIRECTOR: SOCIAL COHESION AND EQUITY IN EDUCATION REF NO: DBE/SCEE/03**  
Branch: Care and Support Services  
Chief Directorate: Social Inclusion and Partnerships in Education

**SALARY** : R1 005 063 per annum (All-inclusive remuneration package)  
**CENTRE** : Pretoria  
**REQUIREMENTS** : The position requires a proactive person with strong conceptual, strategic, operational and leadership skills as well as proven management ability. The successful candidate will be responsible for the development, implementation, monitoring, evaluation and support of policies and programmes to promote and maintain rights-based approaches to child wellbeing through social cohesion, nation building, heritage, human rights and democracy education. The candidates should demonstrate an understanding of social inclusion and equity in education and how to address intersecting barriers to child wellbeing and reduce social exclusion, victimisation and marginalisation. Further Requirements: An appropriate three-year Bachelor's Degree in Education, Humanities or Social Science or an undergraduate qualification (NQF level 7) as recognized by SAQA with at least five (5) years' experience at middle or senior management level in Education sector. A relevant post graduate qualification will be an added advantage. A sound knowledge of curriculum and teacher development, especially as these relate to Life Orientation, History, Languages, Gender and Gender Diversity, Heritage and/or Multi-Cultural Studies in Education. In addition, an understanding of local, regional and international instruments and cutting-edge thinking related to social, economic and cultural rights and the advancement of peace-building and social inclusion in schooling. Knowledge and understanding of child-centred approaches to deepening human rights, democracy, gender-diversity, nation-building and social cohesion is required. Excellent communication, inter-personal and writing skills are vital. Candidates should have experience of high-level strategic planning processes, human resource management and financial management. The ability to manage research processes, and/or experience in monitoring, evaluation and support will be a strong recommendation. Applicants must have a valid driver's license and be willing to travel extensively.

**DUTIES** : The successful candidate will be responsible for strategic and operational planning for the Directorate, taking overall responsibility for managing and accounting for projects, including the development of business plans, managing budgets and cash flows, and implementing and monitoring programmes as well as reporting. Provide strategic leadership and operational management to the Directorate; Develop and implement integrated programmatic responses to gender equity, gender-diversity, history, oral history, commemorations, nation building, heritage, social cohesion and inclusion, human rights and democracy education; Develop policies and programmes to support child wellbeing through curricula, co-curricular and enrichment opportunities and safety-nets; Design and sustain ongoing support for the implementation of peace-education and actions to prevent conflict, sexual abuse and harassment, discrimination and exclusion; Strengthen human rights education, democracy, children's rights and gender equity and inclusion programs for learners in schools; Promote the emotional and social wellbeing of learners through Constitutional values and attitudes; Promote national pride and social justice committed to unity in diversity; Liaise and co-operate with provincial

education departments, national government departments, universities, research organizations, archives, children's rights structures, gender and gender-diversity formations, as well as NGOs and civic organisations; Monitor and evaluate policies and strategies to advance rights-based approaches to the regional framework for Care and Support for Teaching and Learning (with emphasis on curriculum support; co-curricular support; safety; material support; social cohesion; social inclusion and equity in school communities); Represent the Directorate, both internally and externally as required; Liaise with and report to nation, regional and international bodies and project partners and funders; Manage internal and external partnerships.

**ENQUIRIES** : Mr A Tsamai Tel No: 012 357 3321/ Ms M Thubane Tel No: 012 357 3297  
**NOTE** : All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical element of the job, the logistics of which will be communicated by the department. Following the interview and the technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. The incumbent will have to sign an annual performance agreement as well as annually disclose his/her financial interests and be subjected to a security clearance.

#### **OTHER POST**

**POST 11/05** : **ASSISTANT DIRECTOR REF NO: DBE/18/2019**  
 Branch: Office of the Director-General  
 Directorate: Research Coordination, Monitoring and Evaluation

**SALARY** : R444 693 per annum  
**CENTRE** : Pretoria  
**REQUIREMENTS** : Applicants must be in possession of an appropriate three year post matric qualification or Bachelor's degree in social sciences, public administration, economics or statistics, A post graduate qualification would be an added advantage; at least three (3) years relevant experience in conducting research or alternatively project management, coordinating research projects, report writing; interpretation and presentation of information in the monitoring and evaluation environment; and knowledge of the basic education sector plans. Considerable experience in using computer applications including knowledge of MS Office software (Word, Excel, Outlook, PowerPoint and Access); data analysis skills with experience of working with statistical packages such as SPSS or STATA. Good interpersonal and communication (verbal and written) skills. A valid driver's license. Willingness to travel.

**DUTIES** : The successful candidate will be expected to monitor, evaluate and report medium to long term sector progress against policies and plans. Coordinate and support national evaluations in the basic education sector. Design, manage and support large scale evaluations and research studies commissioned by the Department. Facilitate capacity building on planning, monitoring and evaluation. Liaise and network with research organisations, including presenting DBE research at conferences. Write research reports, evaluation reports and sector monitoring reports. Develop monitoring tools for the basic education sector. Develop policy briefs, monitoring tools, and evaluation reports, compile national and international reports on basic education. Conduct qualitative and quantitative data analysis for sector monitoring and reporting. Provide monitoring and evaluation support to DBE branches on planning indicators, research, instrument development, reporting and data analysis. Coordinate research and evaluations in collaboration with other government departments, donors and provinces. Monitor research projects led by the Department, this may entail traveling to provinces. Maintain a research repository on departmental studies. Respond to research requests. Attend and present at research events and seminars. Perform any other duties delegated by the Director and the Chief Director.

**ENQUIRIES** : Mr A Tsamai Tel No: 012 357 3321/ Ms M Thubane Tel No: 012 357 3297

**NOTE**

: Shortlisted candidates may be required to make a presentation to the interview panel and undertake a writing test.