

**DEPARTMENT OF WOMEN, YOUTH AND PERSONS WITH DISABILITIES**

***The mandate of the Department is to lead on socio-economic transformation and implementation of the empowerment and participation of women, youth and persons with disabilities through mainstreaming, advocacy, monitoring and evaluation.***

- APPLICATIONS** : The Director-General, Department of Women, Youth and Persons with Disabilities, Private Bag X931, Pretoria, 0001, or hand delivered at 268 Lillian Ngoyi Street, Fedsure Forum Building, 1<sup>st</sup> Floor, Tramshed, Pretoria.
- FOR ATTENTION** : Ms L Mabunda
- CLOSING DATE** : 03 November 2023 at 16:00
- NOTE** : Applications must be submitted on the new Z83 form, which can be downloaded at <http://www.dpsa.gov.za/dpsa2g/vacancies.asp>. Applications submitted on the old application for employment (Z83) will not be considered. All fields in the Z83 application form must be completed in full, in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. It is therefore prudent that fields be completed by applicants and the form must be signed noting the importance of the declaration. South African applicants need not to provide passport numbers. Candidates must respond “yes” or “no” to the question “Are you conducting business with the State or are you a Director of a Public or Private company conducting business with the State? If “yes”, details thereof must be attached to the application. It is acceptable for an applicant to indicate “not applicable” or leave blank to the question “In the event that you are employed in the Public Service, will you immediately relinquish such business interest?” Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the completed and signed Z83 and a detailed Curriculum Vitae. The communication from HR of the Department regarding the requirements for certified document will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. (Non-RSA citizens/permanent resident permit holders will submit copy only when shortlisted) it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Should you not hear from the Department within three (3) months of the closing date of this advertisement, please consider your application to be unsuccessful. The Department reserves the right not to fill and/or make an appointment to any of the advertised posts. Short-listed candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job as part of the selection process, the logistics of which will be communicated by the Department. Designated employees shall be required to disclose their financial interests within 30 days after assumption of duty. Successful candidates shall be required to enter into a performance agreement within three (3) months of assuming their duties in the Department, and within one (1) month of the date of their appointment conclude the prescribed contract of employment. Appointments will only be made on the first notch of the advertised salary level. All shortlisted candidates will be subject to personal security vetting. Note that in terms of the Protection of Personal Information Act, 2021, the Department will ensure the protection of applicants’ personal information and will only collect, use, and retain applicants’ personal information for the purposes of recruitment and selection processes. The Department shall safeguard such personal information against access by unauthorised persons, unlawful disclosure, or breaches. The Department of Women, Youth and Persons with Disabilities is an equal opportunity employer. In the filling of these posts, the objectives of section 195 of the Constitution of the Republic of South Africa and the Employment Equity Act, 1998 (Act 55 of 1998) will be taken into consideration and preference will be given to Women, Youth and Persons with Disabilities.

## OTHER POSTS

**POST 38/107** : **DEPUTY DIRECTOR: GOVERNANCE AND REGULATION FOR RIGHTS OF PERSONS WITH DISABILITIES (RPD) REF NO: DWYPD/031/2023**  
Purpose of the post to monitor, evaluate, research and report on disability rights legislative and policy instruments.

**SALARY CENTRE REQUIREMENTS** : R958 824 per annum (Level 12), fully inclusive remuneration package  
: Pretoria  
: Applicant must be in possession of a Grade 12 certificate, undergraduate qualification in Social Sciences, Arts, Development Studies, Public Administration, Law or equivalent qualification NQF 7, with a relevant post-graduate qualification being an added advantage. 7 years' practical experience dealing with human rights, transformation and disability inclusion of which 3 years should be at supervisory level. Sound knowledge and ability to apply international treaties and instruments impacting on the lives of persons with disabilities. Understanding disability from a socio-political and human rights perspective. Sound understanding of universal design and access theory and application, inclusive reasonable accommodation support measures as well as research, reporting, monitoring and evaluation approaches. Disability mainstreaming and inclusion. Demonstrable understanding of disability inclusion through planning, monitoring, evaluation research and compliance reporting.

**DUTIES** : Duties: Coordinate the mainstreaming of disability considerations into the government-wide performance planning, monitoring and evaluation system. Compilation of reports to reflect South Africa's compliance with national, regional and international legal and policy instruments on the promotion and protection of the rights of persons with disabilities. Conduct research, analysis of data and compile national and international reports. Perform overall supervisory responsibilities including assistance with human resource management, risk management and financial management of the Chief Directorate.

**ENQUIRIES** : Dr Praveena Sukhraj-Ely at 081 031 3722

**POST 38/108** : **DEPUTY DIRECTOR: ADVOCACY AND MAINSTREAMING FOR RIGHTS OF PERSONS WITH DISABILITIES (RPD) REF NO: DWYPD/032/2023**

**SALARY CENTRE REQUIREMENTS** : R958 824 per annum (Level 12), fully inclusive remuneration package  
: Pretoria  
: Applicant must be in possession of a Grade 12 certificate, undergraduate/ post graduate qualification in Social Sciences, Public Administration or equivalent NQF 7 qualification. 7 years' practical experience in advocacy and mainstreaming and/or communication of which 3 should be at supervisory level. Experience in project management; development of advocacy and communication strategies and plans; coordination of multi-stakeholder forums. Experience working with the disability sector on advocacy programs.

**DUTIES** : Manage advocacy and mainstreaming campaigns: Manage the national disability rights awareness month and campaigns. Manage the 365 campaign on disability. Manage and coordinate stakeholder. Develop and coordinate disability rights advocacy programmes. Manage the National Disability Rights Machinery (NDRM) & Inter Provincial Forum (IPF) meetings. Coordinate media and communication planning for the branch. Develop project plans for Advocacy and Mainstreaming deliverables. Develop concept notes as well as project plans for advocacy campaigns: Develop concept documents for all disability rights campaigns. Develop concept plan for NDRM & IPF consultative meetings. Establish task teams to plan and organise the meetings. Liaise with all relevant stakeholders on implementation of disability rights awareness month activities and calendar. Develop a comprehensive project plan for all disability rights awareness campaigns, activities and deliverables. Develop and coordinate the Disability Mainstreaming Strategy for the country. Facilitate the development of Disability Rights Information Portal: Facilitate the development of the disability rights information portal layout and maintain functionality of the site. Identify and motivate for the integration of new technology system into disability rights information portal and ensure universal accessibility to various users. Supervise and manage the content for all pages and provide assistance to all personnel and external organizations. Update the information portal regularly and establish synergies

with other relevant information portals. Render the editorial functions and ensuring quality assurance of information for the portal. Upload disability specific information and data into the portal (institutional documents, articles, journals, research, reports, speeches, national & international statements, events, statistics, academic information etc. Manage Disability Rights Information: Database management. Responsible for knowledge & information management, record keeping and dissemination of information to relevant stakeholders. Handle disability related enquiries and complains. Develop a disability sector comprehensive contact database.

**ENQUIRIES**

: Mr Benny Palime at 072 525 0711 and Ms Nelly Kekana at 082 219 7586