FRANCES BAARD

DISTRICT MUNICIPALITY / DISTRIKSMUNISIPALITEIT
MASEPALA WA SEDIKA / U MASEPALA WE SITHILI

Frances Baard District Municipality is a dynamic equal opportunity employer where goals are achieved through teamwork and the pursuit of excellence in service delivery. The municipality has the following vacancy:

DEPARTMENT: OFFICE OF THE MUNICIPAL MANAGER
VACANCY: YOUTH CO-ORDINATOR (X2 POSITIONS)

Ref. no: 15/26

CONTRACT POST
TASK 11

Fixed term contract linked to the term of office of the public office bearer which is performance based.

Basic salary: R355 980.00 – R461 988.00 (plus contractual benefits: pension, medical aid scheme, group life insurance, housing subsidy, 13th cheque).

Requirements: The applicant must be in possession of a National diploma or B Degree in Social Work, Education, Youth Development, Community Development, Psychology, or Public Administration or equivalent qualification. Sound understanding of youth legislation. 2 – 3 years' experience in youth development field. Excellent reporting, writing and communications skills. Willingness to travel (within the district). Understanding of Local government legislation would be an added advantage. Be conversant with challenges facing youth at the District, Provincial and National level. A valid code 8 Drivers' license.

Knowledge, Skills, Training and Competency required: Excellent prioritising and ability to manage a variety of tasks simultaneously. Ability to work in a pressurised environment. Proven organisational skills and information flow. Good inter-personal skills. Ability to set-up and maintain organisational systems. Co-ordinate incoming and outgoing correspondence. Willingness to work outside normal working hours.

Key performance areas: Organise all stakeholders in the youth development arena. Establish a youth unit for the district. Develop and implement youth development policy for the district. Serve as youth ambassador in all youth related activities in and outside the district. Be a link between the youth and other Provincial and National youth structures. Ensure youth participation in IDP reviews. Develop a youth development plan for the District. Ensure the establishment of the District youth forum. Ensure the involvement of youth in Sports, Arts and Culture, Business and all social upliftment initiatives.

Appointments will be made according to the municipality's employment equity policy and affirmative-action practices. The completion of application forms is mandatory, and must be accompanied by detailed and comprehensive curriculum vitae and is to be accompanied by originally certified copies of ID and qualifications not older than 3 months.

Applications should be forwarded to the following postal address: THE MUNICIPAL MANAGER, FRANCES BAARD DISTRICT MUNICIPALITY, PRIVATE BAG X6088, KIMBERLEY 8300 or hand delivered to: 51 DRAKENSBERG AVENUE, CARTERS GLEN, KIMBERLEY.

Application forms are available from the municipal office and/or may be downloaded from the municipal website; www.francesbaard.gov.za. Enquiries can be directed to: Mrs. Pulane Matsitse/Ms. Lesedi Thomas, Tel: 053-838 0912/911.

Note: Designated groups, including people living with disabilities, are particularly encouraged to apply. FAXED OR EMAILED APPLICATIONS WILL NOT BE CONSIDERED. Successful candidates will be subjected to a compulsory reference and validation checks. The District Municipality reserves the right to make no appointments.

Closing Date: 04 December 2026

MUNICIPAL MANAGER, MS ZM BOGATSU