



RELATIONS STRATEGIES SPECIALIST

(Payclass 11)

Office for Inclusivity & Change
Office of the Deputy Vice Chancellor: Transformation

The Office of the Deputy Vice Chancellor: Transformation is seeking to appoint a **Specialist: Relations Strategy in the Office for Inclusivity and Change**.

The Office for Inclusivity & Change (OIC) responds to UCT's strategic goals by using implementation research to inform the unit's programmatic responses. The overarching objective of the unit is to facilitate an enabling environment for UCT stakeholders that promotes and supports measures of redress and the active inclusion of diversities, cultures and identities. Staff within the OIC value the voice of the marginalized and work consistently towards changing systems to improve the experiences of the oppressed. This is a senior position within the university and requires an individual with gravitas who can use their own initiative and creativity to consistently produce an output that mirrors the UCT standards of excellence.

Minimum requirements:

- A relevant NQF7 qualification, preferably in social sciences; psychology; law
- 5 or more years' experience in restorative justice programming and evidence in delivery of such programmes;
- Experience in alternative dispute resolution in areas of critical diversity;
- The incumbent will be required to have a multi-cultural worldview and engage respectfully with a diversity of perspectives;
- Excellent oral (including presentation) and written communication skills;
- Demonstrable problem solving and decision-making skills;
- High level of accuracy and analytical thinking;
- Evidence of the ability to work strategically, independently and as part of a team;
- Capable of creating and managing well defined programme and project plans to ensure objectives are met

Advantageous:

- LLB NQF8
- Applied research in the field of restorative justice programming

This position includes, but is not limited to:

- Conceptualizing and implementing a restorative justice programmes, including advocacy training and development with the relevant stakeholders in the University of Cape Town;
- Contributing towards the strategic conceptualization of restorative justice programmes for staff and students for the university;
- Stream-related case and client management;
- Active fundraising for restorative justice programmes undertaken by the university;
- Accurate financial management including budget management and oversight
- Consistent programme management including monitoring, evaluation and reporting

The annual cost of employment, including benefits is between R615 025 and R723 556.

To apply, please e-mail the below documents in a **single pdf file** to Tracy Moore at recruitment04@uct.ac.za

- UCT Application Form (download at <http://forms.uct.ac.za/hr201.doc>)
- A comprehensive cover letter which responds to each of the minimum requirements, and
- Curriculum Vitae (CV)

Please ensure the title and reference number are indicated in the subject line.

An application which does not comply with the above requirements will be regarded as incomplete and will not be considered. Only shortlisted candidates will be contacted and may undergo a psychometric test followed by a competency test, interview and presentation.

Telephone: 021 650 5405

Website: www.uct.ac.za

Reference number: E210105

Closing date: 27 January 2021

UCT is committed to the pursuit of excellence, diversity and redress in achieving its equity targets. Our Employment Equity Policy is available at <http://www.uct.ac.za/downloads/uct.ac.za/about/policies/eeepolicy.pdf>. For this post we seek particularly to attract candidates from the designated groups which include candidates with disabilities.

UCT reserves the right not to appoint.