

JOB ADVERTISEMENT: SOCIAL FACILITATOR

The Sishen Iron Ore Company-Community Development Trust (SIOC-cdt) was established in 2006 by Kumba Iron Ore Limited, to invest in the development of the communities in which the company operates. The Trust focuses primarily on beneficiary communities adjacent to the Sishen Iron Ore Company's (SIOC) mining activities in the Northern Cape and Limpopo and invests significantly in community development projects aimed at ensuring sustainability beyond mining operations.

The organisation reserves the right not to fill this position.

Social Facilitator

Temporary Employment Contract -

(Total package: Based on Market Related Salary)

Centre: Northern Cape (Gamagara Municipal jurisdiction)

Job Summary:

The position reports to Stakeholder Relations Manager. The primary role of the incumbent shall be liaison and facilitation of various infrastructure projects within Gamagara municipal area. Provide an administrative and support role to the Project Manager for Asbestos Infill Housing project in Olifantshoek and Dibeng as well as the Babatas Water Project.

Key performance areas:

Identification of all relevant stakeholders, secure buy in and support • Liaise with the community leader, community representative's structures and leverage trust and forge healthy relationships with key stakeholders to these projects • To communicate reliable and accurate information to all stakeholders • Enlighten communities with benefits of the project • Ensure dissemination of information to communities and participation where required e.g. EIA process and duration of the project • Setup employment equity target to reduce poverty • Facilitate recruitment of labour within the affected communities and assist with applications, administration and handing of queries • Maximize work opportunity for unskilled and semi-skilled labour • Identification of training for local labour • Management and reporting on all OHS requirements onsite • Compile reports on process and submit to the PSC and Head Stakeholder Relations and Communications • Conduct any other task as requested and required by line manager.

NB: It must be noted that the Social Facilitator has no authority to issue any instructions to the contractor. The Social Facilitator needs to be neutral to all parties, therefore should endeavour not to take sides should conflict arise. Should the Social Facilitator function not involve a full day's work, the incumbent will be expected to undertake other work allocated by the line manager or Project Manager for the balance of each day.

Minimum Requirements and Attributes:

An appropriate qualification (Diploma / Degree) or related field • Proficient in full MS Office package (Ms Word, Excel, PowerPoint) • Own reliable transport and flexibility to travel is required • Code 8 Drivers License is essential • Being able to work under pressure and available to work on weekends when required • Preference will be given to candidates from Gamagara local Municipality area or neighbouring municipalities.

Competencies Required

An ability to work with others • An ability to communicate in the local language • An ability to communicate in writing • Sound interpersonal skills • Problem solving • Planning • Organising • Excellent Communication • Good Presentation skills • Interpersonal and networking skills • Negotiation skills • Conflict management skill • Strong sense of ethics.

Other Requirement

Attend all progress site meetings • Attend all community communication meetings and give feedback on the progress of the project • Must keep the Ward Councillor updated with progress and statistics on the project as it progresses.

Applications

For applications stating the name of the position, please forward your CV, certified qualification copies (*A SAQA certificate of evaluation must accompany foreign qualifications*) to hr@sioc-cdt.co.za

Correspondence will be limited to applicants only. If you do not hear from us within 10 days after the closing date, please note that your application was unsuccessful.

Closing date: 19 February 2021

