



A project of the
**Grahamstown
Foundation**
(046) 603 1100

EST. 1996
Scifest Africa
SOUTH AFRICA'S NATIONAL SCIENCE FESTIVAL

Vacancy Scifest Africa Director

The Grahamstown Foundation is a Not-for-Profit Company (NPC) and Public Benefit Organisation (PBO), established in 1969 and based in Grahamstown, Eastern Cape, that implements quality arts, heritage, science and tourism awareness and education projects to drive its vision that "all might have life and have it more abundantly".

Scifest Africa was established in 1996 to promote the public awareness, understanding and appreciation of science, technology and innovation (STI) in South Africa. The project consists of the National Science Festival held in Grahamstown in March every year, as well as various local, regional and national science outreach programmes implemented throughout the year.

The Scifest Africa Director develops, plans, implements, monitors and evaluates quality, sustainable science engagement programmes; is responsible for all fundraising, financial management and audit of the project; builds and maintains positive and supportive stakeholder relationships; oversees a high-impact publicity, promotions and media campaign; manages an effective team comprised of permanent staff, fellows, interns and volunteers; trains stakeholders in science event management; represents Scifest Africa in various forums related to the project; and is a member of the Grahamstown Foundation senior management team.

This position requires sound institutional value judgement, a passion for the project and its aims, liaison with a range of stakeholders external to and within the Foundation, and the ability to work effectively under pressure.

QUALIFICATIONS AND EXPERIENCE: A Bachelors degree, from a reputable institution, in a field relevant to the project and the work of the Foundation. Ten (10) years' experience in project management, of which at least five (5) years should be in leading a self-funded project of substantial complexity and national reach, and a minimum of three (3) years' experience in event management. Demonstrable experience in grant/proposal and report writing; interaction with funders and other stakeholders; budgeting and financial management of some complexity; marketing and media liaison; and the direction and supervision of all aspects of operations within a project office. Demonstrable curiosity about STI, passion for science engagement, and reputation within the scientific community, as well as an understanding of African Union and South African Science Engagement and Human Capital Development policies, education and science context and challenges, and the NPO sector. Experience in science engagement will be a distinct advantage.

DETAILS AND APPLICATION FORMS: These can be obtained from Louisa Clayton by telephone on (082) 5503 795, by fax on (086) 548 4441, or by email at executive.director@foundation.org.za. Fully completed applications must be submitted electronically via fax or email using this fax number or email address. Receipt of completed applications will be confirmed via email.

Closing date for applications: 4 January 2016 at 17h00

Visit the Scifest Africa website at: <http://www.scifest.org.za/>

Please Note:

1. The Foundation reserves the right not to proceed with the filling of a post. An application in itself will not entitle an applicant to an interview or appointment and failure to submit an official Foundation application form, and to meet the minimum requirements of the post, will result in applicants immediately disqualifying themselves for consideration.
2. Should no reply be received from the Foundation within one month of the closure of this advertisement, the application must be considered unsuccessful.