



The South African Council for the Project and Construction Management Professions (SACPCMP) is a juristic person established by section 2 of the Project and Construction Management Professions Act (Act No.48 of 2000) which provides for statutory professional certification, registration and regulation of Project and Construction Management Professions in order to protect public interest.

Position: Strategy Executive (5 Years Fixed Term)

Salary- Negotiable

Role Description:

Facilitate the development and periodic update of SACPCMP's Strategy and 5 Year Plan, setting the strategic direction, and creating the foundation for Operations and Services. Strategy provides structure, and coordinates supporting technical analysis for SACPCMP strategic decision-making processes, to ensure focus on issues that drive value. They also drive quantitative and technical rigour in development of the 5 Year Plan and supporting actions.

The candidate will be responsible for the following:

Development of Strategic Direction of SACPCMP

- Develop, support implementation, and monitor the strategic direction for the Council as per DPW Aligned Strategic Plan and Annual Performance Plan.
- Ensure that the strategic management processes (goal setting, strategy formulation, analysis of strategy, implementation, and monitoring of strategy) are embraced and applied
- Align public policy priorities (as captured in Medium-Term Strategic Framework) with the Strategy of the organization.
- Track strategy implementation progress and identify contingency plans, as needed, for achieving SACPCMP strategic goals.
- Facilitates growth of the SACPCMP by identifying opportunities internally in conjunction with the Business Development and operational teams and externally through competitor analysis (research, land access, prospective new targets and possible downstream or diversification opportunities.
- Develop a thorough understanding of the regulatory sector, value chain, operational and strategic needs to identify opportunities.

Business Planning and Performance Cycle

- Develop Business Plans that deliver strategic objectives.

- Analyse variances, trends, risks and opportunities, key business drivers and sensitivities that impacts SACPCMP and incorporate these in the Business Plan.
- Ensures accurate and updated planning assumptions are incorporated into periodic reporting documents, short range forecasts and 5yr plans.

Monitoring & Evaluation

- Manage reporting / monitoring & evaluation.
- Monitor project activities to support strategic management, and performance management of Council.

Reporting

- Collate and prepare quarterly and annual reports
- Facilitate the dissemination of all reports to relevant stakeholders

Stakeholder Relations

- Develop Stakeholder Map focused on delivering value
- Manage the Strategic interaction with professions, state, and public (external stakeholder relations/engagements)
- Ensure intergovernmental coordination. In this case it is about building strategic relations with national departments, Provinces, and municipalities to ensure the people they use are registered.
- Liaise with Parliament regarding tabling of Strategic Plan and APP.
- Develop a deep and trusted network within the industry to get early access to information on growth opportunities.
- Seek and build strategic alliances, and collaborative arrangements, through partnerships and/or networks to advance the objectives of the organization.
- Participate in stakeholder forums and built environment industry events.

Risk Management

- Manage Plan, implement and monitor the impact of risk management strategies for the SACPCMP and the business units.
- Develop risk management action plans for SACPCMP and ensure adherence to approved plans.
- Ensure the compilation and submission of SACPCMP risk management reports to the Registrar and the Ensure availability of records for auditing purposes.
- Identify, analyse and prepare risk mitigation tactics as captured in the risk register of the Council.
- Ensure best practice through the development and institutionalisation of functional systems.

Governance

- Actively participate in the functions of the Council and its committees.
- Ensure implementation of Council and Committee resolutions.
- Ensure submission of monthly, quarterly and annual reports to relevant authorities including the CBE, DPWID and other statutory bodies.

- Ensure adherence to SACPCMP Governance structures, policies and procedures.
- Report deviations from acceptable governance standards and norms.
- Participate in all relevant governance focused Committees of the SACPCMP and represent the Council in other governance structures and forums.

Financial Management

- Provide inputs in the compilation of programme budgets.
- Monitor budget spending and report monthly on all the financial transactions undertaken within the Cost Centre.
- Ensure that payments for services rendered within the business unit are settled within the approved timeframes.
- Maximise revenue collection by ensuring that turnaround times are strictly adhered to.

People Management

- Optimise staff contribution towards the achievement of both the strategic and operational objectives.
- Provide inputs in the development of people plans and ensure the implementation thereof.
- Guide, deploy and lead all people employed within the business unit.
- Provide leadership by ensuring that best people management practices are applied
- Ensure optimal utilisation of people and technology
- Conduct performance reviews/appraisals and ensure appropriate people development plans are implemented

Legal Compliance

- Keep abreast of changing legislations relevant to the operation environment and advise the Registrar, relevant Committees, and the Council about the impact of these changes.
- Ensure that all inherent legal risks in the Operations environment are properly managed or mitigated.
- Facilitate the investigations into allegations of professional misconduct or legislative transgressions by registered and non-registered persons practicing in the industry

Project Management

- Develop and Implement the Project strategy and establish the conceptual framework, systems and programs required for implementation.
- Develop and maintain project management standards taking into account industry best practise and SACPCMP objectives.

Requirements:

- Grade 12
- Any Degree in Business / Financial Management
- Any other relevant Degree/Honours, including degree in Built Environment
- Master's degree in business management an advantage.

- Minimum eight (8) years' experience in leadership position preferably in similar environment as SACPCMP; or
- Minimum five (5) years' experience in similar positions.

this position you will be reporting to the Registrar.

Closing date: 5 September 2022

If you have not heard from us within 2 weeks of the closing date, regard your application as being unsuccessful. SACPCMP reserves the right to make appointments or not.

Please clearly indicate the position you are applying for.

Please submit your CV and **certified copies of your qualifications** to:

E-mail address: recruitment@sacpcmp.org.za

Address: **Erasmusrand, Pretoria**