

## Vacancy

### Chief Executive Officer : Head Office

**Reporting to** BU Board of Directors

**Job Purpose** The CEO will be accountable for:

- The development and execution of BU's strategy as approved by the Board of Directors
- Driving strategic initiatives and managing the overall operations and BU resources.
- Driving an organisational culture that is aligned with BU values and conducive for the advancement of employee engagement and high performing teams.

#### Key Results Areas

##### Leadership

- Develop high quality business strategies and plans for approval by the Board and engage in a consultative process with the leadership team to obtain input and buy-in to the strategic initiatives
- Oversee the management of BU divisions and subsidiaries to drive the strategic initiatives of the Foundation
- Manage relationships with the Board Chair and Board members and ensure alignment with Board's governance parameters
- Develop future leadership within BU through coaching and mentoring the leadership team
- Oversee the evaluation of BU's and colleagues' performance to support the culture of rewarding on fact-based high performance
- Promote a culture that reflects the BU's values
- Lead the overall governance in the organisation
- Act as custodian of BU's reputation, brand and profile to external stakeholders, regulators, partners and the public

##### Business Accountabilities

- Overseeing all operations and business activities to ensure they produce the desired results and are consistent with the overall strategy and vision
- Approve annual business plans aligned with BU Strategy in support of the strategic direction set by the Board
- Direct and monitor the execution of the business plans as approved by the Board
- Assess BU's principal risks and ensure they are being understood, mitigated, monitored and managed

- Define and implement changes to the organisation design to support and anticipate strategic needs
- Oversee the implementation of the Human Capital Strategy to ensure that the Board allocates adequate resources for the attraction, retention, rewarding and development of talent
- Oversee the implementation of the Audit & Risk Strategy to ensure that the Board has adequate accountability to perform its governance role
- Keep abreast of material external factors affecting BU and accordingly align BU strategic direction and operations
- Establish strategic partnerships for BU and manage these partnerships
- Engage in corporate branding, embody and act as a key guardian of the BU's reputation
- Ensure the integrity of all public disclosure by BU and its subsidiaries
- Approve and sign off all transactions before submission to the Board for final approval
- Enforce adherence to legal guidelines and in-house policies to maintain BU's compliance and business ethics
- Review financial and non-financial reports to devise solutions or improvements

**Education, Skills,  
Knowledge and  
Experience**

- Matric plus a degree in related field
- Proven experience in an executive management position
- Experience in development and execution of organisational strategies
- Strong understanding of corporate finance and performance management principles
- Familiarity with diverse business functions such as marketing, PR, finance etc.
- In-depth knowledge of corporate governance and general management best practices
- Outstanding organizational and leadership skills
- Excellent communication and public speaking skills
- Passion for entrepreneurship and small business development
- Knowledge of relevant legislation governing business. e.g B-BBEE; Employment equity act etc.

**Please note**

Interested employees who meet the above requirements must forward their CV to Human Resources at: [jobs@blackumbrellas.org](mailto:jobs@blackumbrellas.org)

**No late applications will be accepted**

**Closing date for applications: 16 August 2019**