

WE ARE HIRING

**National Arts Council** **NAC**  
an Agency of the Department of Sport, Arts & Culture

The National Arts Council (NAC) is a grant distribution agency of the Department of Sport, Arts and Culture, established through the National Arts Council Act, No 56 of 1997. The NAC is responsible for the funding and development of the cultural and creative sector, particularly music, craft, dance, theatre, literature, visual arts, multi-disciplinary and the granting of bursaries. The NAC aims to be an accessible and responsive funding agency, delivering public value, a catalyst in the arts in support of free and diverse artistic expressions.

**CHIEF EXECUTIVE OFFICER**  
**5 Year Fixed-Term Contract: Job Ref No: NAC/CEO/2023**  
**REMUNERATION: [Level 15: DPSA-SMS]**

The National Arts Council is inviting interested applicants who meet the criteria to apply for the vacancy of the Chief Executive Officer (CEO). The successful candidate will be responsible for the execution and implementation of the strategy of the organisation as delegated by Council.

In the effective execution of the strategy, the CEO will be responsible for the development of the business and operational plan necessary for the delivery of key objectives that will transform, develop, and grow the industry.

**The CEO reports directly to Council and is responsible for the overall management of NAC operations, and provides leadership to staff in developing, articulating, and achieving the vision for the entity's legislative mandate through:**

- Imparting the mandate of the NAC as defined by the NAC Act; as amended.
- Implementing the strategic goals and objectives of the NAC.
- Enabling the Council to fulfill its governance function.
- Giving direction and leadership toward the achievement of NAC's philosophy, mission, strategy and annual goals and objectives.
- Assertively advocating for the arts on behalf of the cultural and creative sector.
- Working with regional, provincial, and national government, and Parliament including community groups and arts organisations to promote the arts.
- Increasing the pool of arts practitioners receiving funding from the NAC.
- Creating markets access for practitioners to showcase their art locally and abroad.
- Securing alternative sources of funding for the NAC, for the benefit of the arts.
- Ensuring adherence to strict governance in the administration of NAC grant funding.
- Providing thought leadership in the development and administration of the arts.
- Providing strategic leadership and a culture conducive to high performance and commitment.

**REQUIRED QUALIFICATION, EXPERIENCE AND SKILLS:**

- A Post Graduate Qualification (NQF Level 8) in Public Administration or Business Management is essential, whilst a Master's degree, e.g. MBA/MBL or equivalent qualification or above will be a distinct advantage.
- At least 10 years' relevant experience, 5 years of which should have been in a Senior Management level.
- Extensive understanding of and experience in funding/grantmaking and grant management projects, strategic human capital deployment and governance related matters.
- Strong financial acumen, the ability to drive strategic development and a highly commercial focus centered on actively managing and improving operational performance.
- Proven leadership skills and Exposure to Board and Board Committees.
- Experience in the Cultural and Creative Sector will be an advantage.
- Sound knowledge of corporate governance of public entities and applicable legislation.
- Extensive Monitoring and Evaluation experience.
- Unquestionable integrity with the ability to inspire confidence and develop excellent relations with all stakeholders.

**TERMS AND CONDITIONS:**

- 1. Contact Details:** Please send your enquiries and application to: [recruitment@nac.org.za](mailto:recruitment@nac.org.za).
- 2. Subject Line:** Email subject should reflect the reference Number {Ref No: NAC/CEO/2023}.
- 3. Application Type:** No manual applications will be accepted.
- 4. Closing Date: 30 June 2023** (No Late applications will be considered).
- 5. Term Disclaimer:** The term of the successful candidate will be subject to the finalization of the amalgamation of the National Department of Sports, Arts and Culture entities.
- 6. Declaration of Interest:** Shortlisted candidates will be required to complete a declaration of interest and Confidentiality form.
- 7. Psychometric Assessment and Vetting:** Recommended candidate/s will be required to undergo Psychometric/Competency Assessments and undergo the security vetting process.
- 8. Background and Qualifications checks:** Employment, Qualification, Criminal Records, and credit background checks will be conducted on recommended candidate/s. It is the applicant's responsibility to have foreign qualifications evaluated by the relevant authorities prior to appointment.

**Suitable candidates are required to submit the following clear documents together with their application:**

1. Detailed Curriculum Vitae
2. Minimum of 3 contactable references
3. 6 months Certified copies of Qualifications
4. 6 months Certified copy of Identity Documentation
5. Copies of relevant professional certificates
6. Proof of Professional registration (if applicable).

**If you have not heard from the NAC 21 Days after the closure of the advertisement, consider your application unsuccessful.**



