

Johannesburg Development Agency (SOC) Limited

The JDA is an agency of the City of Johannesburg which stimulates and supports area-based economic development initiatives throughout the Johannesburg metropolitan area in support of Joburg 2040. As development manager of these initiatives, JDA coordinates and manages capital investment and other programmes involving both public and private sector stakeholders.

The following exciting and challenging positions are available for achievement-oriented individuals with initiative and a commitment to give substance to this vision.

Executive Manager: Planning and Strategy

Purpose of the position: The successful candidate will provide leadership, direction and advice on the strategic direction of the organisation by analysing urban development trends and the implications for Johannesburg and understanding national and provincial policy and programmes that have implications for city development and develop a pipeline of potential area-based urban development projects for implementation by the JDA. In addition, he/she will secure multi-year funding commitments for area-based developments to ensure the sustainability of the organisation, meet the programme performance monitoring and evaluation compliance requirements, optimise monitoring and evaluation and impact assessment systems and practice and improve the effectiveness and efficiency of the JDA by identifying and applying leading practice in terms of urban development and development management. The incumbent will be an advocate for the company and will work closely with other Executive Committee members to achieve and promote institutional excellence, good governance and organisational development. He/she will also manage and oversee the Planning and Strategy Department.

Key responsibilities:

- Manage the production of short-, medium- and long-term plans and strategies for the JDA, to give effect to national and provincial government objectives, the City of Joburg's Growth and Development Strategy, and the aspirations of the citizens of Johannesburg. This will include: * Production of a medium-term strategy for the JDA for the next mayoral term of office (2016 – 2021) * Development and monitoring of the annual JDA Business Plan * Participation in the production of various CoJ plans and strategies * Production of a range of urban development frameworks that make recommendations about city development
- Lead the preparation of future interventions of the JDA through the identification of new development areas and ideas. This will require: * Keeping up-to-date with changes in legislation, Acts, Bills and Regulations, urban development trends, theories and practices * Maintaining a deep understanding of township development, urban regeneration, spatial transformation and other relevant practice themes
- * Researching and disseminating knowledge resources to support informed decision making at Executive Management level
- Establish and maintain close liaisons and sound relationships with other role-players and key internal and external stakeholders to ensure common approaches to strategies and practices
- Resolve issues raised by internal and external audits
- Direct and control outcomes associated with utilisation, productivity and performance of personnel within the Planning and Strategy Department
- Manage, develop, monitor, analyse and report on the annual Planning and Strategy budget
- Ensure compliance with the Municipal Financial Management Act (MFMA) and all other relevant legislation.

Education and experience required:

- Tertiary degree in a Built environment discipline (an advanced degree in Urban Planning will serve as an added advantage)
- 10-15 years' experience in strategic planning and programme management
- Experience with management of diverse development projects, preferably in an urban setting in the public sector
- Participation in at least one economically and socially viable urban development initiative in a planning and strategy role
- Financial and business planning experience
- Analytical and advisory skills
- Ability to do statistical and financial analysis and modelling
- Computer literacy
- Programme management
- Excellent written and verbal communication skills
- Good presentation skills, including the visual presentation of data
- Relationship management and networking skills
- Advanced organisational skills
- Demonstrated ability to solve complex problems
- Ability to manage people
- Ability to conceptualise, prioritise and manage a project from its inception to final planning phases
- Ability to handle multiple simultaneous tasks and function well under pressure
- Team work and team leadership.

Please e-mail a detailed CV in MS Word format to emplanning@jda.org.za

Senior Development Manager

Purpose of the position: The position reports to the Executive Manager: Development Implementation and serves as a member of the senior management team. The successful candidate will lead and take full responsibility for the design and implementation of all JDA's development projects within a portfolio to ensure that all the projects are delivered on time, within budget and to the required standards, develop and implement cross-cutting systems and procedures, identify and manage all risks associated with development implementation, and ensure efficient handover of all development projects to clients and stakeholders.

Key responsibilities:

- Ensure that all development projects are designed and implemented on time, within budget and to the required standards
- Provide leadership and management support to the development teams
- Lead and manage client stakeholder relationships
- Lead, implement and monitor a performance management system for the development teams
- Ensure that development projects are sufficiently resourced, both internally and externally
- Lead contract management and dispute resolution
- Ensure that Construction Regulations and Health and Safety requirements are uniformly and consistently applied to all development projects
- Implement an enterprise development programme for SMMEs in projects
- Ensure prudent financial management of all projects
- Hire, train and evaluate staff and take corrective actions to address performance problems
- Counsel and guide staff to ensure that approved audit objectives are met and that adequate coverage is achieved
- Ensure that best practice development principles are applied to all JDA developments.

Education and experience required:

- Tertiary qualification in Engineering or a Built Environment discipline
- Extensive experience in urban development and a record of success at senior level in achievement of operations and delivery of programmes with and through partners in public, private and community sectors
- Demonstrable experience in the financial management of a development portfolio
- Evidence of continuing management development, linked to significant management achievement.

Please e-mail a detailed CV in MS Word format to sdmportd@jda.org.za

These are 5-year fixed-term performance-based contracts. JDA offers a market-related salary commensurate with qualifications and experience.

Closing date: 30 January 2015

Correspondence will be with shortlisted candidates only. Should you not hear from us within 30 days of the closing date, please consider your application unsuccessful.

Johannesburg Development Agency is an equal opportunity employer and this position will be filled in line with EE targets.

