



Email: info@nalibali.org **Website:** www.nalibali.org **Twitter:** @nalibaliSA **Facebook:** nalibaliSA

Chief Operating Officer

Our Purpose:

Nal'ibali (isiXhosa for "here's the story") is a national reading-for-enjoyment campaign. It seeks to spark and embed a culture of reading across South Africa, so that reading, writing, and sharing stories – in all South African languages – becomes part of everyday life.

Children who are surrounded by print and immersed in great and well-told stories – in languages they understand – are more curious, confident and motivated to learn. They develop vocabulary, strengthen memory, and nurture imagination. They're more likely to become readers themselves, and to do well in school across all subjects.

Since 2012, Nal'ibali has worked with state, civil society and business partners to make sure every South African child has opportunities to fall in love with books and stories. Through advocacy, training, support and high-quality reading material, Nal'ibali is helping to nurture a reading nation.

Job brief

Nal'ibali has grown significantly over the last 3 years, and to achieve our strategic and operational goals we need to grow our senior leadership team. We are looking for an experienced, dynamic, well-organised and passionate individual to work closely with us, as a member of our Leadership Team, in achieving our current and future strategic and operational goals.

This position is based at the Nal'ibali head office in Mowbray, Cape Town.

Key Responsibilities:

Reporting to the Managing Director, the COO will focus on the day to day operations of the Programmes units by:

- Lead the Programmes, Communications, Contents and Learning, and Research and Innovation teams, and ensure the integration, alignment and execution of strategies,
- Oversee the roll-out of the operational strategy, setting clear and fair plans and targets, and track actual performance against these plans and targets
- Ensure compliance with Nal'ibali's internal controls and processes
- Sharing the role of representing the organisation in various relationships and platforms (e.g. media, funders, conferences, events etc.) with the MD,
- Actively seeking (and landing) opportunities for campaign growth,
- Assisting the MD with reporting to the board,

Requirements:

- Proven track record of executing strategy in a rapidly growing environment
- Experience in leading teams in diverse locations
- Excellent project management skills
- Postgraduate degree in development, education, languages, behaviour change economics, anthropology, sociology or another related social sciences field

- Ability to communicate (verbal and written) in English and at least one additional African language
- At least 5-10 years' experience in Senior Management positions
- Strong communication skills and a confident public speaker
- Experience managing relationships with funders and partners
- Ability to think big picture, as well as drill into the details
- Experience in managing large budgets
- Great interpersonal skills
- Strong multi-tasking and problem solving skills
- Track record of managing organisational financial sustainability, including exposure to fundraising Experience in the NGO sector will be an advantage
- Prepared to travel regularly

In line with EE targets, preference will be given to black (African) South African candidates.

A remuneration package commensurate with responsibilities is on offer for this exciting position which forms part of Nal'ibali's leadership team.

Should you meet the above requirements, please email your motivational letter and CV to work@nalibali.org with your name and surname, position title on the subject line, (e.g. Joe Soap: COO).

Closing date: 12 July 2019