

QUALITY ASSURANCE AND LEARNING PROGRAMMES MANAGER ADVERT

SALARY R946 595 – R1 183 244 PER ANNUM

Brief Overview of the Role

To effectively manage the *Quality Assurance and Learning Programmes* function to enable:

1. The delivery of quality, updated, relevant and timely qualifications and Learning Programmes that are responsive to stakeholder needs and industry trends.
2. The provision of fit-for-purpose learning programmes that deliver 21st century skills to ensure that the Energy and Water sector has adequate, appropriate and high-quality skills that contribute towards economic growth, employment creation and social development.
3. The implementation of quality assurance across education and training in the Energy and Water sectors to ensure optimisation and compliance in accordance with SAQA and QCTO requirements (e.g., identifying workplaces for practical work experience; supporting the development of learning materials; improving the facilitation of learning; assisting with the execution and conclusion of learning programme agreements).
4. The execution of the delegated QCTO functions:
 - Occupational-based Qualification Development
 - Learning Material, QAS Addendum and Assessment Tool Development
 - Workplace Approval
 - Exit Moderations to ensure that the assessment of the learning outcomes described in the NQF standards and qualifications is fair, valid, reliable, and unbiased
 - Certification
 - Accreditation of Skills Development Providers
 - Registration of ETD Practitioners (Assessors, Moderators, Facilitators and RPL Advisors) as a part of the quality assurance process to ensure the credibility of the assessment system.
 - Assessment Centre Accreditation.
5. Trade related training M&E and dealing with training quality concerns.
6. The issuing of Statements of Results for qualifications.

To perform all tasks related to the purpose of this role, as required and delegated.

1. Performing all tasks related to the purpose of this role, as required and delegated.

1. Key Responsibilities

1. EWSETA Strategy Development, Implementation and Monitoring
2. Occupational Qualifications (Development Quality Partner (DQP)
3. Assessment Quality Partner (AQO)
4. Planning and anticipating Learning Programmes
5. Learning Programmes Delivery
6. Quality Assurance Culture
7. Quality Assurance and Learning Programmes Stakeholder Relationship Management
8. Quality Assurance Delivery
9. People Management
10. Governance
11. Risk Management
12. Financial Management

2. Requirements of the Role

Inherent Role Requirements		
Requirement	Minimum	Advantageous/Ideal
Qualifications:	B Degree or equivalent (NQF level 7) in relevant field	<ul style="list-style-type: none"> B Honours Degree or equivalent (NQF level 8) in relevant field QA qualification
Experience:	<ul style="list-style-type: none"> 4 years Quality Assurance experience 5 years' experience in education or the SETA environment, specifically skills development 	<ul style="list-style-type: none"> Artisan/apprentice programme implementation Previous skills delivery experience within the energy or water environment would be advantageous Diploma: Management-Leadership Programme (NQF level 6)
Training:	1. Computer Literacy (MS Office package)	1. Advanced Computer Literacy (MS Office package)
Professional certification and membership of professional bodies	Not Applicable	Not Applicable

3. Competency Requirements

Competency Requirements	
EWSETA PREREQUISITE COMPETENCIES (REFER TO EWSETA'S COMPETENCY FRAMEWORK)	<ul style="list-style-type: none"> Building Client Loyalty Aligning Performance for Success Coaching Building a Successful Team Continuous Improvement
EWSETA CORE COMPETENCIES (REFER TO EWSETA'S)	<ul style="list-style-type: none"> Stakeholder Orientation Building Collaborative Working Relationships Driving for Results Continuous Learning Quality Orientation

Competency Requirements	
COMPETENCY FRAMEWORK)	<ul style="list-style-type: none"> ▪ Demonstrating Personal Integrity
KNOWLEDGE	<ul style="list-style-type: none"> ▪ EWSETA mandate, purpose, vision, mission, values ▪ EWSETA operations and processes ▪ ETQA/ QCTO regulations and requirements relating to quality assurance and compliance. ▪ QMS principles ▪ Project Management Principles ▪ Applicable South African Legislation - Skills Development Act, 1998 (Act 97 of 1998); Skills Development Levies Act. 1998 (Act 9 of 1999); National Qualifications Framework, 2008 (Act 67 of 2008); Further Education and Training Act, 1998 (Act 98 of 1998); Promotion of Access to Information Act, 2000 (Act 2 of 2000); Protection of Personal Information Act, 2013 (Act 4 of 2013). ▪ Broad sector policy mandates – National Skills Development Strategy III (NSDS); National Development Plan (NDP); Human Resource Development Strategy for South Africa (HRDSSA); Industrial Policy Action Plan (IPAP); National Infrastructure Plan; New Growth Plan (NGP); White Paper on Post School Education and Training; Integrated Resource Plan 2010; National Energy Strategy; National Water Resource Strategy 2. ▪ Sector-Specific Framework – Strategic Framework for Water Services, 2003; National Water Resource Strategy (NWRS); Industry Policy Action Plans (IPAP 2); Water Services Act, 1997 (Act 108 of 1997); National Water Act, 1998 (Act 36 of 1998); Municipal Structures Act, 1998 (Act 117 of 1998); Municipal Systems Act, 2000 (Act 32 of 2000); Nuclear Energy Act, 1999 (Act 46 of 1999); National Nuclear Regulatory Act, 1999 (Act 47 of 1999); National Energy Act, 2008 (Act 34 of 2008).
SKILLS (NOT LISTED IN EWSETA’S COMPETENCY FRAMEWORK)	<ul style="list-style-type: none"> ▪ Verbal and written communication skills ▪ Presentation skills ▪ Interpersonal Sensitivity skills ▪ Building and Maintaining Relationships ▪ Persuasiveness and Influencing skills ▪ Negotiation skills ▪ Judgement skills

Competency Requirements	
	<ul style="list-style-type: none"> ▪ Management Control skills ▪ Empowerment skills ▪ Providing Direction skills ▪ Situational Leadership skills ▪ Diversity Management skills
ATTRIBUTES (NOT LISTED IN EWSETA'S COMPETENCY FRAMEWORK)	<ul style="list-style-type: none"> ▪ Detail Orientation ▪ Results Orientation ▪ People Orientation ▪ Able to deal with sector and SETA sensitive information ▪ Tolerance for functioning in a structured and highly regulated ecosystem ▪ Able to promote cross functional effectiveness ▪ Decisive and able to quickly react to changing environments ▪ Resilience and Agility ▪ Emotional intelligence ▪ Authenticity

4. Application Process

Please see attached the full detailed Job Description for the role of the Quality Assurance and Learning Programmes Manager.

CVs and Certified Qualifications of suitably qualified persons must be forwarded to recruitment@ewseta.org.za by no later than the Close of Business 12 April 2024 (i.e. by 16:30 p.m.). Enquiries may be directed to the HR Manager at 010 109 3250 or Mthenjwa Radebe at mthenjwar@ewseta.org.za. Applications received after the closing date will not be considered.

Correspondence will be limited to shortlisted candidates. EWSETA reserves the right not to make an appointment/s for the advertised post.

Appointment will be made in line with the EWSETA Employment Equity targets.

NB: Please use the name of the position on the subject line of your application email.