SAVC HEAD OF EDUCATION

MANAGING THE EDUCATION DEPARTMENT OF THE SOUTH AFRICAN VETERINARY COUNCIL

Statutory activities relating to undergraduate and postgraduate education. The duties of the incumbent will include the following:

A. Communicating the work of the department within and outside of the SAVC:
   - Maintaining effective liaison with
     - Education authorities in South African
     - International regulatory and accreditation bodies
     - Veterinary schools in South Africa and abroad and
     - Other professional bodies.

B. Manage and implement:
   - The statutory visitation process and annual monitoring of all education institutions providing training in qualifications that lead to registration
   - The statutory membership examinations
   - The special dispensation examinations
   - Continued Professional Development Activities & Accreditation

C. Liaise with all stakeholders and the public on:
   - General enquiries and especially career enquiries and requirements for examinations

D. REPORT AND PROVIDE SUPPORT TO:
   - The Education Committee
   - Committee on Specialisation
   - Various sub committees and work groups
   - Registrar
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PROFILE:

Management experience

At least 5 year proven experience and relevant tertiary qualification in the following management areas:

- People management
- Financial/ budgeting experience
- Project management experience
- Familiarity with the national higher education system including quality assurance; regulatory requirements; accreditations; higher education policies
- Awareness of general education policies
- Experience of examination assessment matters

Skills and acumen required

- B degree: Languages; Humanities
- Quick learner and an interest in veterinary /animal/medical science matters
- Ability to work in a team
- Exhibit maturity and emotional intelligence
- Diligent driver of activities
- Sound decision making skills
- Excellent information technology skills
- Excellent writing and verbal communication skills
- Excellent grasp of the English language
- Compilation of Agendas
- Minute writing skills
- Knowledge of continued professional development and life- long learning matters

Other

- Impeccable ethical conduct: Integrity and honesty
- Own transport and able to travel to various destinations
- Valid, legal and up to date drivers licence
- Availability to work out of normal office hours
- Up to date medical certificate certifying good health
- Prepared to take responsibility and accountability
- References