

SACCI VACANCY: CHAMBER SERVICES MANAGER

The South African Chamber of Commerce and Industry (SACCI) is seeking a highly motivated and forward thinking: **Chamber Services Manager**.

SACCI functions as a national organised business structure representing the collective voice of its broad-based membership. It focuses on improving the environment for successful business development by contributing to national policy formulation and adding value to promoting sustainable economic growth through active participation in processes impacting on the business environment.

The successful applicant's responsibilities would encompass the following tasks/ roles/skill sets under the direction of the CEO:

- Manage and service affiliates: chambers and national associations.
- Manage the membership marketing, communication and publication processes and activities.
- Conceptualise and organize activities and events in the interests of serving, informing, building and strengthening chamber and national association affiliations and the broader membership.
- Grow the SACCI membership base geographically and transformationally.
- Advise and guide the CEO on: challenges relating to chambers and national associations both generally and specifically, membership development and operational efficiency.
- Be resourceful and address challenges relating to Chambers and their members.
- Contribute to the policy activities of the organization.
- Have minute writing skills
- Manage the Chamber Forum and the administrative function attached thereto
- Have a personable personality

To be considered for this position, the successful applicant must be in possession of at least:

- An understanding of the business environment and current challenges in the business environment.
- Planning and implementation experience.
- Strong stakeholder management, networking and interpersonal skills.
- Experience in the civil society and specifically organized business environment will be a strong recommendation.
- A relevant three-year degree or equivalent. A post graduate qualification(s) or training will be a strong recommendation.

Applicants who are interested in the above position should forward their applications comprising a written motivation, a detailed *curriculum vitae* and an indication of current and expected salary on a total cost to company basis.

Applications are to be submitted by no later than 08 February 2019 to: Mrs. Nonie Sibiya
nonies@sacci.org.za