



**SOCIAL
ENTERPRISE
ACADEMY**



CHIEF EXECUTIVE SEA AFRICA

**RECRUITMENT PACK
CLOSING DATE: 26 APRIL**



Sudan



Zambia



South Africa



Rwanda



Malawi



Egypt

LEAD THE SUSTAINABLE GROWTH OF SEA AFRICA

Thank you for your interest in joining our team.

We are proud to offer a unique post at the forefront of social enterprise in Africa.

The Social Enterprise Academy Africa is a social change organisation contributing to building a more sustainable, just and fair African continent. We have a vision of inclusive economic growth that benefits individuals and communities helping to achieve the Sustainable Development Goals. We exist to support people who are stepping forward to affect positive social change; supporting the growth and development of leadership and social entrepreneurship across the continent.

SEA Africa is part of a global organisation, started in Scotland in 2004, and now located in more than 10 countries around the world. The Social Enterprise Academy is a key part of the eco-system in these countries, helping to establish, grow and support purpose-driven business and social entrepreneurship through learning and development. SEA Africa is critical to developing and accelerating our African Hubs and growing our impact.

It is often assumed that all that is required for social entrepreneurship to merge business advice and investment. We believe that there is a third element – equally important - the provision of transformational learning and development. We focus our learning programmes on the development of practice: the practice of leadership and the practice of entrepreneurship. We support people to grow and develop as leaders so that they have the best possible chance to achieve their social mission. We have seen the significant impact of this approach and are committed to sharing it more widely. With four African Hubs already established - in South Africa, Zambia, Rwanda and Egypt and a presence in Malawi, our ambition is to grow the number of Hubs in Africa, transforming the lives of thousands of people.

You will be joining an innovative and entrepreneurial organisation at a very exciting time. Based in Cape Town, SEA Africa started in 2012 and is registered as a Non-Profit Organisation and Public Benefit Organisation. It is now ready to embark on its next stage of growth. You will be leading it through this next phase, representing the chance to bring about systemic impact. This new role will help drive forward and champion our work and impact in South Africa and across Africa.

Our African Hubs have already started to create social impact locally and raise the profile of social entrepreneurship. However they are still in start-up phase and located in fragile social enterprise eco-systems where support for social enterprise is still a challenge. Your key role will be to help build the sustainability of these Hubs, initially prioritising our work in South Africa, where the opportunities are growing exponentially. Longer term, you will help develop and secure investment for new Hubs.

You will be working with excellent staff in the Cape Town office and the SEA Africa Board, with support from the CEO of Social Enterprise Academy International, our Global CEO and their staff. This is an exceptional opportunity to support social entrepreneurship on a continental level.

We look forward to hearing from you!

Yours sincerely,

Shawn Theunissen



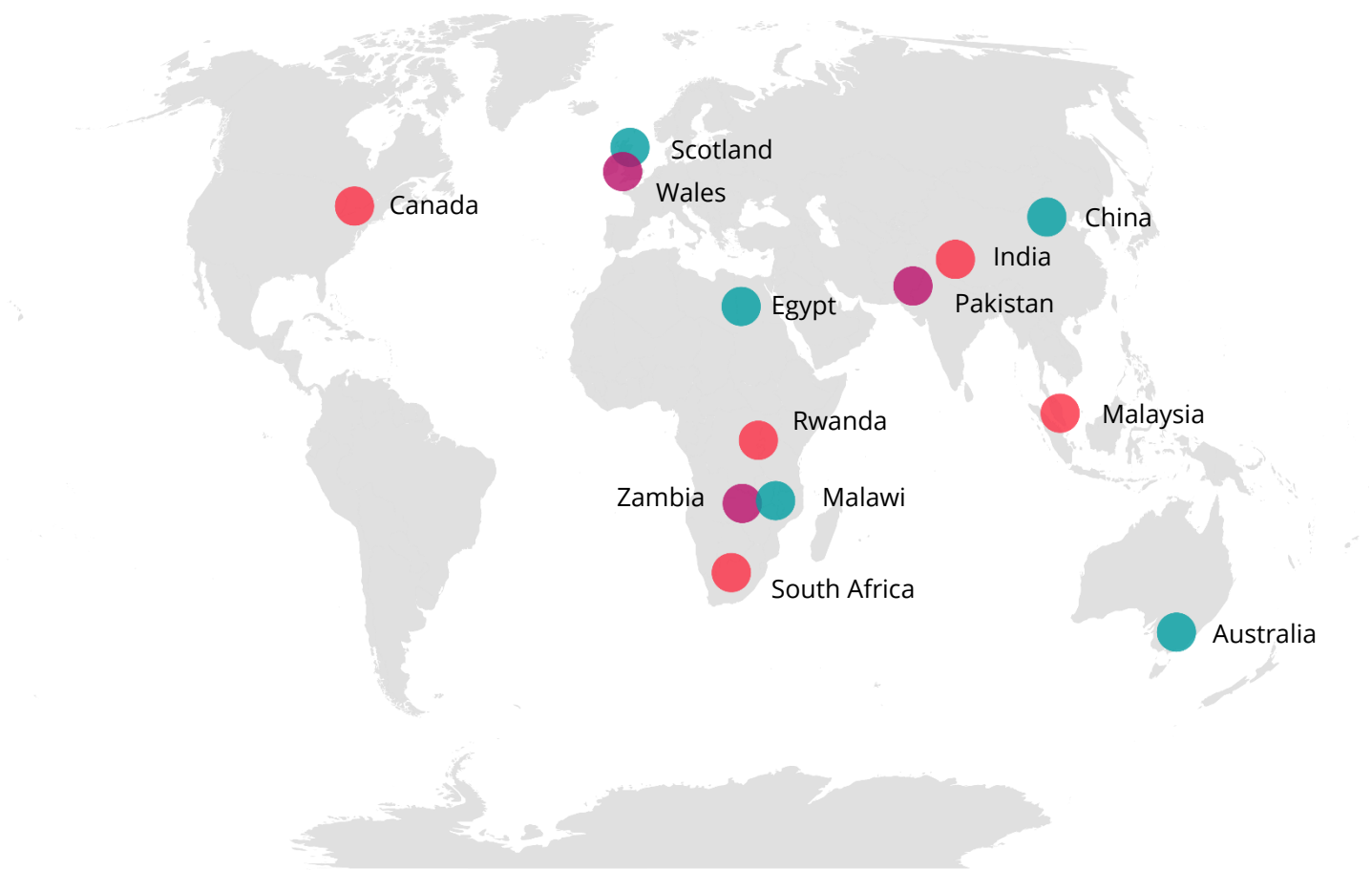
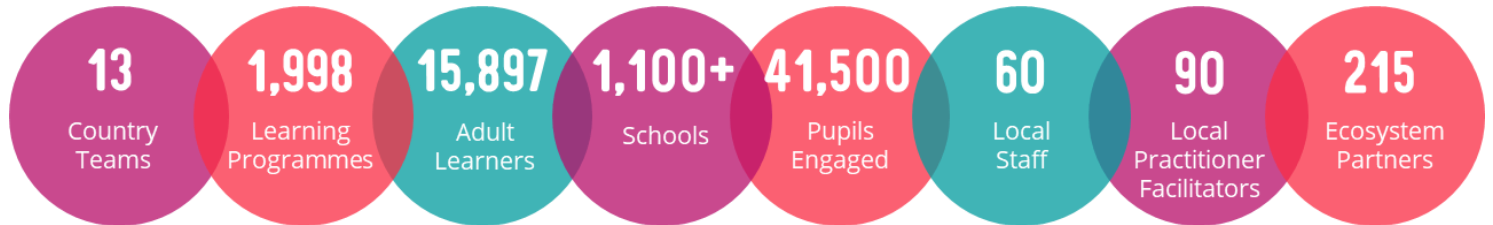
Incoming Chair of SEA Africa Board

Richard Hess



Current Chair of SEA Africa Board

LOCAL TEAMS. GLOBAL CONNECTIONS. SUSTAINABLE SOCIAL CHANGE.



**ARE YOU READY FOR THE CHALLENGE OF
GROWING AN AFRICAN SOCIAL ENTERPRISE?**

JOB PURPOSE

To lead the sustainable growth of the Social Enterprise Academy Africa

Your main responsibility will be to drive the strategic direction of SEA Africa, positioning SEA Africa as a key player in the pan African social enterprise space. You will lead the growth and development of our Hubs, prioritising the South African Hub in the early phase. The South Africa Hub has built an excellent reputation and is now poised for a period of accelerated growth. You will raise the Hub's profile and drive forward an ambitious income generation and fundraising strategy, capitalising on opportunities, exponentially increasing the Hub's revenue and turnover. You will also forge strategic partnerships and relationships that will help to underpin our work. You will use your skills to collaborate with stakeholders, social enterprise funders, philanthropists, corporates, local eco-system partners and mission-driven leaders. Over time, you will lead the next stage of SEA Africa's impact, supporting the setting up in other parts of the continent. Your work will help to provide transformational learning and development across Africa helping to strengthen communities, organisations, for-purpose ecosystems and local economies.

MAIN RESPONSIBILITIES

STRATEGIC PLANNING & GOVERNANCE

Working with the SEA Africa Board and our International CEO you will:

- Lead the strategic direction of SEA Africa supporting the aims, mission and values of the organisation
- Build the brand of SEA Africa, enhancing our profile and positioning with strategic stakeholders, eco-system partners, funders and donors
- Develop and build effective relationships with statutory and non-statutory partners, the private sector, foundations and trusts and other stakeholders who can support SEA Africa to meet its objectives and impact
- Represent SEA Africa at international and national events and forums
- Inspire exceptional customer experience and manage stakeholder relationships that support the long term sustainability of SEA's Africa Hubs
- Work collaboratively with other African Hub managers, providing mentoring and coaching to support the growth and development of the Hubs and develop their business development capacity
- Provide reports and regular updates to the SEA Africa Board

SUSTAINABILITY - SEA SOUTH AFRICA

A key priority will be to:

- Develop and drive a high-impact and innovative income generation strategy to grow the South Africa Hub and ensure sustainability
- Take responsibility for and secure the Hub's sales and fundraising targets, identifying new opportunities, stimulating and responding to the market for learning and development in the social economy
- Identify and build strong relationships with local and global trusts, foundations, eco-system partners and corporates, High Net Worth Individuals that can contribute to building the sustainability of the SEA South Africa Hub
- Manage high profile and major contracts and clients as necessary with support from the Hub Manager
- Ensure production of high-quality bids, pitches, proposals and applications (supported by the Hub Manager) that drive sales and investment

LEADERSHIP - SEA SOUTH AFRICA

In collaboration with the SEA Africa Board and the South Africa Hub manager, you will:

- Lead on developing the strategic plan, vision and aspirations of SEA South Africa identifying key milestones against which performance can be measured
- Oversee the strategic and operational plans and be accountable for achievement against goals.
- Develop our new strategic partnership with the Bertha Centre for Social Innovation and Entrepreneurship, based at the Graduate School of Business, University of Cape Town
- Provide collaborative and empowering leadership and management to the SEA South Africa team (with support from the Hub Manager) – being responsible for the leadership, motivation, well-being, professional development and efficiency of staff.
- Deploy and manage the resources of the SEA South Africa Hub efficiently and effectively, ensuring compliance with legislation and implementation of best practice, to achieve strategic plans
- Contribute to operating policies, risk management and safeguarding, ensuring safe operating environments for SEA South Africa Hub's staff and facilitators
- Devise and manage the financial budget and procedures for SEA South Africa
- Contribute to a culture of continuous improvement as a learning organisation

STRATEGIC – NEW HUBS

Over time, you will:

- Work with the CEO of SEA International to scope out the strategy to establish new Hubs in Africa
- Help to raise the necessary investment and funding required to establish new Hubs in Africa

PERSON SPECIFICATION

This is a critical leadership role in the organisation and social economy.

We are looking for someone who is ready for the exceptional challenge of building our South African Hub and helping to develop other African Hubs

We're looking for someone with a good value-fit with our organisation, someone driven to contribute to social change and create a more just and inclusive society. You will be up for working with vibrant, entrepreneurial and dedicated people and colleagues.

Having the right mind-set, values, attitude and approach is as important for us as having the right experience and skills. We appreciate that the best person might not have all the listed criteria yet so if you feel you can make a great contribution in this role and you have the right skills and mind-set, we would welcome an application from you.

CRITERIA:

- An excellent track record of leadership at a senior level in complex organisations
- A successful track record in business development and growing organisations, achieving ambitious income generation targets and exceeding customer expectations
- An excellent track record of raising and securing ambitious fundraising targets or investment for charities or organisations in the social sector
- Strong connections and relationships with the social economy and social enterprise sector in South Africa including stakeholders that support and fund the social economy
- An appreciation of the social enterprise and social economy landscape in other countries in Africa
- A desire to help change the world through learning and development
- Strategic thinking, with a positive outlook and an ability to spot, lead and create imaginative opportunities and connections
- A growth mind-set and commitment to your own learning, development and growth as well as the development and growth of others
- Outstanding relationship and partnership management skills
- Confidence in presenting and hosting, and credibility in representing the Academy to strategic partners and funders
- Excellent people management skills and experience of leading and managing people collaboratively and with compassion and kindness
- Excellent experience of budgeting and financial planning
- Excellent communication (both written and oral) and interpersonal skills in relation to both colleagues and clients/customers
- Understanding of and commitment to, the values of equal opportunity, diversity and social enterprise
- A drive to exceed targets and expectations
- Ability to manage flexible work hours, including late evening / early morning international calls/ teleconferences

TERMS & CONDITIONS

Contract

- Full time Contract – details to be agreed
- Market related cost to company package will be offered
- As an employer, the Social Enterprise Academy is committed to the active promotion of equal opportunities

Management and Supervision

- You will report to the SEA Africa Board
- You will have line management responsibilities for the SEA South Africa Hub Manager

Location

- This post is located in South Africa and you will be required to have the right to live and work in South Africa
- Our South African Hub is based in Cape Town however we are open to this role operating from elsewhere in South Africa provided you are able to travel to Cape Town when required
- Travel and flexible working will be integral to the role

HOW TO APPLY

CLOSING DATE 26 APRIL 2021

PROCESS

To apply, please send the following documents to: nolu@ngorecruit.com quoting reference number: **SEM002**.

1. Your C.V., of not more than two A4 pages and
2. A one page covering letter outlining:
 - The reason/s you are excited about this post and
 - The culture you would like to create in the South Africa Hub and how you will go about doing that

The selection process is a 2 Stage process

1. **Stage 1**– shortlisted candidates will be invited to an initial brief interview by video or telephone on the 29th or 30th of April
2. **Stage 2**– selected candidates will be invited to a final stage that will involve a full presentation to all staff and Board of SEA South Africa and SEA Africa, followed by a panel interview. The presentations are likely to take place the week of 10th May

If you have any other questions about the role, please email nolu@ngorecruit.com



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leadership | enterprise | learning | social impact

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sea_southafrica



Social Enterprise Academy South Africa