

Please note that this is a re-advertisement, applicants that previously applied need not to apply again, as their applications will be considered.

**POSITION** : TRAINING COORDINATORS (X2) - (5 YEAR FIXED TERM CONTRACT)

**Centre** : Lusikisiki Office

**Level** : C - Upper

### **Purpose**

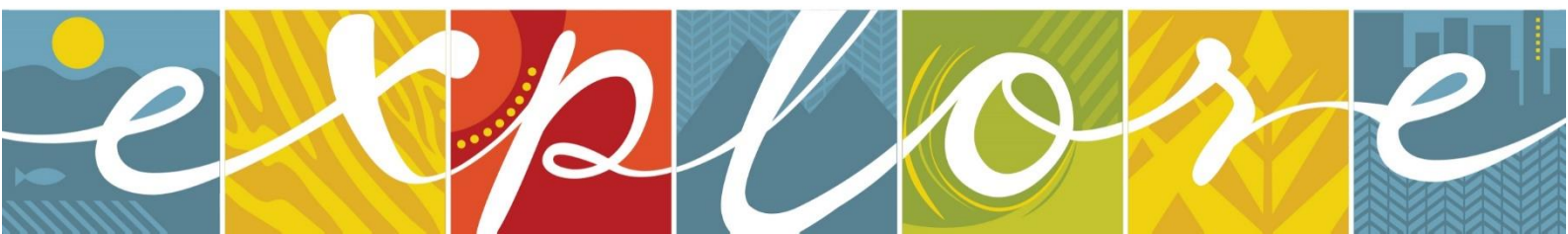
Reporting to the Rehabilitation Manager, the Training Coordinators will coordinate and support the implementation of Training and Development interventions aimed at beneficiaries.

### **Requirements**

- A minimum 3-year tertiary qualification in Environmental Management, or equivalent qualification in Natural Biodiversity, Biodiversity and Conservation, Environmental Management and Sustainability or relevant NQF 7 qualification with a minimum of 3 years Training and/or education work experience.
- A Valid driver's license.

### **Key Performance Areas**

- **Training coordination:** Develop, implement, monitor, and evaluate training policies. Consolidate annual provincial training needs and compile an annual training budget for the programme.
- **Development and implementation of a social development strategy:** Coordinate the development and implementation of a social development strategy for the programme.
- **Development of Stakeholder engagements partnerships, EPWP liaison and coordinating:** Liaise with key external stakeholders, particularly DPW, DFFE, SETAs, and CIDB. Integrate relevant government priorities into the programme. Coordinate the training development components of the programme's relationship with WESSA, including contract management.



- **Social development and training research:** Participate in the development, evaluation, and operationalization of research products relevant to social development and training. Initiate research focused on social development and training.
- **Compliance of the Working for Wetlands/land (erosion) and alien invasive programmes with relevant legislation:** Coordinate the development of health and safety programme, standard operation procedures and reporting matrix. Monitor the implementation of health and safety regulations, compliance, and training requirements.

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*In line with the Employment Equity Policy of the Eastern Cape Parks & Tourism Agency, preference will be given to suitable candidates from the designated groups. (Where applicable).*

**Closing Date: 12 February 2024**

**Please forward your application to:**

- 1) recruitment@ecpta.co.za, please specify the position you are applying for.
- 2) Please submit a comprehensive CV. Applications received after the closing date and/or those submitted to an address not listed above will not be considered.
- 3) If you do not receive a response within 30 days, please consider your application as unsuccessful.

**The ECPTA reserves the right not to fill any advertised position.**

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Vacancy: Training Coordinators (x2) – 5 Year Fixed Term Contract

