

VACANCY

FUNDRAISING MANAGER FOR THE PRESS COUNCIL OF SA

The Press Council of South Africa is a voluntary, independent, co-regulatory body that aims to promote and develop ethical practice in journalism; to promote the adoption and adherence to those standards by South African print and online media and to provide a quick and free complaints mechanism to the public. The Press Council of SA seeks to appoint a fundraiser to identify and pursue fundraising opportunities for the organisation.

The successful candidate will be employed on a part-time basis and will be appointed for a year, subject to renewal based on availability of funds.

Key responsibilities and duties:

- Develop and maintain a database of relevant funding contacts and sponsors, for all Press Council projects, together with the Executive Director, the Press Council and the financial administrator.
- Identify projects that will assist the Press Council in meeting its operational budget as well as in promoting the organisation's aims and objectives.
- Draft proposals for funding based on existing information of the Press Council activities and draw on current and past information and other relevant research to highlight the Press Council's mediation and adjudication processes.
- Compile monthly reports to the Executive Director for tabling at quarterly Press Council meetings and report back to the Press Council's Finance and HR committee on all funding or donor-related matters.
- Establish and maintain relationships with key donors and funders and write updates and reports as per the funders' requirements.
- Conceptualise and implement monitoring and evaluation processes for funding projects.
- Finalise funding and donor and/or sponsorship contracts in consultation with the Executive Director.

Requirements:

- Experience/ or equivalent qualification in marketing, communications and fundraising.
- Track record of fundraising for NGOs or civil society organisations.
- Sound knowledge of the global donor landscape.
- An understanding of the role and work of the Press Council and sound knowledge of journalism and media landscape will be an advantage.
- Understanding of ethical practices in the donor and fundraising space.
- Ability to think strategically, work independently and be proactive and self-motivated.
- Proven track record of results.
- Excellent communication, organisational and writing skills.
- Relevant and proven monitoring and evaluation skills will be an advantage.
- Demonstrable strategic, organisational and project management skills.

How to apply:

Submit your application of no more than 5 pages and the names and contact details of at least two referees to:

Millicent Gumede

Email: millicentg@ombudsman.org.za

Tel: 011 4843612

Closing date: 15 January 2024

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COMMUNICATIONS MANAGER

FOR THE PRESS COUNCIL OF SOUTH AFRICA

The Press Council is looking for a person with journalism, marketing and social media skills to promote the Press Council and its adjudication and mediation processes amongst publishers and the public. The successful candidate will be based at the Press Council's offices in Craighall, Johannesburg, and be appointed on a renewable fixed-term contract of one year.

Key responsibilities and duties:

- Create and implement communication strategies to promote the Press Code, complaints procedures and findings amongst subscriber members, government, business, civil society organisations and the public.
- Day-to-day management and content updates of the Press Council's website, social media profiles and newsletters.
- Planning and execution of outreach programmes including public events, webinars and conferences.
- Promotion of the role and work of the Press Ombuds; Public Advocate and Executive Director.
- Producing/writing of articles, media releases, regular reports, multimedia content and other communication and marketing material.
- Assisting subscriber publications to actively promote the Press Code, complaints mechanisms and the Press Council's activities.

Other:

- The successful candidate will receive a market-related remuneration package which includes annual leave. Provision for retirement to be discussed with the candidate.
- The successful candidate will report to the Executive Director and be required to sign a performance agreement.

Requirements:

- An understanding of the role and work of the Press Council and a commitment to Constitutional values of freedom of expression and media freedom.
- Journalism experience and/or journalism qualifications.
- Excellent verbal and writing skills in English. Additional South African languages will be an advantage.
- Proven expertise in online, multimedia and social media production.
- A track record of media related communication, marketing and social media activities.
- Demonstrable strategic, organisational and project management skills.
- The ability to work independently and under pressure.
- A valid driver's licence and willingness to travel, if needed.

How to apply:

Submit your application in the form of a motivation (please include links to your online work and social media profiles) and CV of no more than 5 pages in total.

Email:

millicentg@ombudsman.org.za

Telephone:

011 484 3612

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15 JANUARY 2024**

www.presscouncil.org.za