



## **EXECUTIVE DIRECTOR of the HELEN SUZMAN FOUNDATION – VACANCY**

The Helen Suzman Foundation (HSF) is an important member of civil society and one committed to promoting social justice, human rights and democratic governance in South Africa. The Foundation works towards a vision of a society that upholds the values of equality, freedom and dignity for all. We engage in strategic public interest litigation to defend conduct, norms and institutions essential to our constitutional democracy and to safeguard the rights of vulnerable persons. We engage in public advocacy interventions and dialogue that promote public participation and deliberation and so result in informed and reasoned governance. And we seek to act to end impunity for systematic criminal conduct destructive of a constitutional state.

The HSF Board now seeks to appoint an Executive Director to lead our organisation. The Executive Director reports to the Board of Trustees and is responsible for providing leadership and executing the strategy of our Foundation. Together with the Board, he or she will formulate the vision and overall strategy of the HSF. The position is based in Johannesburg. Salary and benefits are competitive with NGO and civil society standards.

Candidates for the position should be leading thinkers in society, able to play a meaningful role in developing our constitutional democracy and committed to making the Constitution come alive for all South Africans.

### **Main Responsibilities of the Executive Director**

The Executive Director's main duties and responsibilities include

- Being the public face of the Foundation to society
- Formulating and executing the Foundation's strategy, including specific strategies and tactics around legal interventions, public advocacy and policy research
- Leading and mentoring a team of legal practitioners, researchers and policy fellows
- Fundraising and interacting with donors
- Ensuring engagement and collaboration with our coalition of partners and network of external stakeholders
- Overseeing the financial, administration and human capital aspects of the Foundation.

## **Main Requirements and Attributes of the Position**

While not an exhaustive list, we see the following as collectively articulating the main attributes and experience of a successful Executive Director:

- A degree in law, economics or politics and preferably postgraduate qualification in these fields
- A substantial record of advocacy work in the broad field of human rights and social justice.
- A deep knowledge of and familiarity with South Africa's public-interest law sector.
- The ability to engage meaningfully with a broad range of partners including civil society, legal, media and economic professionals, government and donors.
- A track record of successful fundraising from both local and international funding organisations
- Demonstrated skill in administration and the ability to manage and mentor a vibrant team
- Public relations, media liaison and advocacy skills as the public face of HSF.

Our recruitment process will be informed by the concepts of diversity and inclusion.

To apply, submit your applications including a motivating cover note and detailed CV with up to three contactable references, to [kalimrajab@yahoo.com](mailto:kalimrajab@yahoo.com) and [corah@global.co.za](mailto:corah@global.co.za) before Thursday 14 March 2024. Only shortlisted candidates will be contacted.