



The Observatory Improvement District was established as a special rating area (SRA) in 2009. Property owners have thus agreed to pay an additional increment on their rates, to fund top-up services and programmes additional to the services delivered by the City of Cape Town, in order to ensure a better managed precinct. These services include public safety, cleaning and social development, amongst other contributions to urban management.

Based in Cape Town, The Observatory Improvement District (OBSID) seeks to fill the position of

OBSID CHIEF EXECUTIVE OFFICER

Key responsibilities for this exciting position include but are not limited to:

- Manage and build the OBSID, including staff
- Oversee the OBSID finances
- Prepare strategic plans and develop policies and budgets
- Design, finance and implement the programmes and services of the OBSID including management of external service providers
- Work closely with, guide and account to the Board
- Manage relationships and reporting to the CCT and other stakeholders
- Communicate regularly with the Observatory community

Key requirements of this challenging post include

- An appropriate tertiary qualification
- Strong management skills with urban and /or precinct management an advantage
- The ability to creatively co-design but also take direction in building new programmes for the area
- Experience in leading and building an organization or department with 15+ staff
- Good capacity building abilities and experience
- Above average communication and relationship-building skills, especially in working with a wide variety of challenging stakeholders
- Good financial management, budgeting, procurement and logistics skills and experience as well as the ability to monitor the performance of service providers and contractors
- Report and proposal writing abilities
- Problem solving skills and the ability to think out of the box and come up with alternative and creative solutions
- Experience in fundraising will be a distinct advantage
- Familiarity with the Observatory community, an understanding of the challenges and vision for the potential of this unique area would be a definite advantage

View the job description and application instructions on the Vacancies page at www.actionappointments.co.za and email your application by **Monday 12th February 2018** to lisa@actionappointments.co.za

