

# SANBI

Biodiversity for Life



South African National Biodiversity Institute

## Director: Biodiversity Information and Planning

(Level 13)

Kirstenbosch National Botanical Garden

Cape Town

SANBI is looking for a highly motivated individual to provide vision and strategic leadership in developing an effective biodiversity information management and biodiversity planning function, which is also partnership and affiliate- wide, in support of SANBI's mandate.

The appointment requires the candidate to be in possession of a post-graduate degree in Information Science, Environmental Science, Natural Science or a related field, enhanced by at least 10 years' relevant experience which should ideally include both biodiversity information management and biodiversity planning • Strong leadership and people management skills • The ability to develop and implement strategy • The ability to develop and maintain partnerships • Computer literacy with sound knowledge of and working experience in MS Office (Word, Excel and Power Point) • In-depth knowledge and understanding of the Biodiversity Act (2004), Spatial Planning and Land Use Management Act, 2013, Promotion of Access to Information Act, 2000 and other relevant legislation and policies. • Good report-writing and communication skills • A valid unendorsed driver's license.

### Responsibilities include:

- Lead SANBI's work on biodiversity information management;
- Lead SANBI's work on spatial biodiversity planning;
- Provide support for science-based policy advice to DEA and other organs of State, related to information management and spatial planning;
- Manage the production of SANBI's publications series for dissemination of biodiversity-related information;
- Lead biodiversity information, planning capacity development and promotion of learning network;
- Develop reciprocal national and international partnerships in line with SANBI's strategy.

**SANBI offers an all inclusive remuneration package: R819 126 per annum**

**Please Note:** 1) An application form (obtainable from SANBI website [www.sanbi.org/jobs](http://www.sanbi.org/jobs) must accompany the CV together with a letter motivating why the applicant should be favourably considered for the position and confirming that the minimum qualifications are met (applicants lacking evidence of relevant experience will not be considered). 2) A competency test will be conducted as part of the selection process 3) Applicants must also provide the full names, addresses and telephone numbers and if possible e-mail addresses of at least three referees. 4) Failure to submit the requested information may result in your application not being considered.

Persons with disabilities are encouraged to apply.  . SANBI reserves the right not to fill this position.

All applications will be considered with the understanding that, in terms of the SANBI Employment Equity Plan, preference will currently be given to candidates from the designated groups.

Contact Mr. Elias Moeng on (012) 843 5223 or preferably, forward the completed application form, a letter and concise CV via e-mail to [recruitmentct@sanbi.org.za](mailto:recruitmentct@sanbi.org.za) or fax 012 843 5222. Postal applications are to be addressed to the Deputy Director: Human Resources, South African National Biodiversity Institute, Private Bag X7, Claremont, 7735.

**Closing Date: 01 August 2014**

Candidates are expected to be available for selection interviews on a date and time as determined by SANBI. *If no response has been received within 30 days of the closing date, candidates may consider their applications unsuccessful.*