

The South African Nursing Council (SANC) is the body entrusted to set and maintain standards of nursing education and practice in the Republic of South Africa. It is an autonomous, financially independent, statutory body, initially established by the Nursing Act, 1944 (Act No. 45 of 1944), and currently operating under the Nursing Act, 2005 (Act No. 33 of 2005). The SANC currently has the following vacancies, candidates that meet the requirements as provided are invited to apply.

<u>DEPARTMENT</u>	: LEARNER AFFAIRS
<u>POSITION</u>	: PROFESSIONAL ADVISORS X2
<u>REFERENCE NUMBER</u>	: PALA/003/02/2023
<u>ANNUAL COST TO COMPANY REMUNERATION</u>	: R721 264,96
<u>TERMS OF APPOINTMENT</u>	: PERMANENT
<u>CLOSING DATE</u>	: 10 MARCH 2023

MINIMUM REQUIREMENTS

- Diploma / Bachelor's degree in nursing.
- Additional qualification in Nursing Education.
- Minimum three (3) years' experience practising as a Professional Nurse.
- Minimum five (5) years' experience as a Nurse Educator in a Nursing College or university of Technology or University.
- Valid Annual Practicing Certificate (APC).
- Valid driver's license.

OTHER REQUIREMENTS

- Willingness to travel extensively and beyond working hours within the Basic Conditions of Employment Act provisions.

REQUIRED KNOWLEDGE

- Understanding, interpreting and applying Nursing, Health and other Legislation relevant to Nursing Education and Training.
- Nursing Act, No. 33 of 2005.
- SANC Regulations
- Other relevant legislation outside of nursing e.g. National Health Act, Medicines and Related Substances Control Act, etc.
- Computer literacy (Ms Office)

REQUIRED COMPETENCIES/SKILLS

- Job knowledge
- Technical skills
- Acceptance of responsibility
- Quality of work
- Reliability
- Initiative
- Communication
- Interpersonal relationships
- Flexibility
- Team work
- Planning and execution

KEY PERFORMANCE AREAS

- Contribute to the development and implementation of Annual Performance Plan, Annual Operational Plan and Departmental strategy.
- Manage risk for the areas of responsibility within the SANC.
- Analyse and evaluate applications from Nursing Education Institutions.
- Analyse completed training records of students from Nursing Education Institutions.
- Check certificates for correctness.
- Develop and reviews policies, standard operating procedures, guidelines, and systems within the area of specialization.
- Manage assessment/examination processes.
- Liaise with internal and external stakeholders with matters related to Education and Training.
- Support Council Committees.
- Conduct site visits to Nursing Education Institutions and Health Establishments.
- Compile reports in the area of work.
- Manage resources (i.e., human, financial, physical and information); and
- Perform ad hoc tasks as delegated by the line manager/ supervisor.

NB: Applications must be completed in full on the prescribed form, obtainable from the SANC website (<https://www.sanc.co.za/vacancies/>). **Applications must be e-mailed pala@sanc.co.za**

Incomplete applications or those which do not meet the above requirements will not be considered.

The application must include only a fully completed and signed SANC Form, obtainable from the South African Nursing Council (SANC) website and a detailed Curriculum Vitae. Certified copies of Identity Document, Grade 12 Certificate and the highest required qualifications, professional affiliation certificate as well as a driver's licence where necessary, will only be submitted by shortlisted candidates to the Human Resources Department on or before the day of the interview date. The SANC may request academic record for general qualifications/Certificates that does not specify the major courses to determine the major course of the qualification. It is compulsory for successful candidates to belong to a medical aid scheme if they do not belong to their spouses' medical aid. Failure to do so will result in your application being disqualified.

Furthermore, all applications must be accompanied by proof of professional registration and foreign qualifications must be accompanied by a SAQA evaluation certificate.

The SANC will conduct background checks (e.g. employment verification and reference checks as indicated on the CV, as well as in respect of criminal record, citizenship, financial records, qualifications, driver's license and professional registration, if applicable). First preference will be given to South African citizens. The successful candidate will be appointed on a 12-month probation basis and will be permanently employed if all of the performance requirements are met during probation.

Please note: Correspondence will be limited to shortlisted candidates only; therefore, if you have not been contacted within four (4) months of the closing date of this advertisement, please accept that your application was not successful. The SANC is committed to employment equity and therefore people living with disabilities are encouraged to apply. Enquiries may be directed to Ms. Veronica Mthethwa at Tel. no. (012) 426 9578. The South African Nursing Council reserves the right not to make any appointment.