


# Job Description for Institute of Bankers in South Africa - Chief Executive Officer

	<p>The IOB in South Africa is a member-based professional body that aims to service the professional needs of bankers within the banking and financial services industry through the offering of professional designations, the monitoring of a code of professional conduct and the delivery of carefully designed and monitored CPD programmes. The IOBSA is seeking a dynamic, innovative, strategic leader that drives results through hands on delivery and organisational effectiveness. This roles requires the vision, knowledge and influence to drive sustainability, growth and enhance the reputation of the IOBSA. The successful candidate should have broad knowledge and experience in banking and financial services and should be well connected and respected in civil society and the private sector.</p>		
<b>Job Title:</b>	Chief Executive Officer		
<b>Application Deadline:</b>	6 August 2021	<b>Interview dates:</b>	August 2021
<b>Job Location:</b>	Johannesburg, South Africa	<b>Company Industry:</b>	Professional body serving its members in Banking and Financial Services
<b>Joining Date</b>	15 September 2021 earliest depending on notice period	<b>Employment Status:</b>	Full-time
<b>Employment Type:</b>	Contract	<b>Monthly Salary Range:</b>	Market Related
<b>Manages Others:</b>	Yes		
<p><b>Purpose</b>          This position is accountable for developing and achieving the IOBSA’s strategic plan in conjunction with the Board, building the reputation and profile of the IOBSA within the financial services profession, managing and executing the external and internal operations of the IOBSA, and providing consistent high level advice to the Board on operations, policy and planning. In addition, the CEO is required to create and deliver against a sustainable growth strategy.</p> <p><b>Position Overview</b>          The CEO must provide agile leadership and use effective turn around strategies to grow the membership base and increase funding for the IOBSA, in order to deliver against the strategy. The CEO is required to implement and enable the structures, people, processes and technology, whilst operating with good governance, to be successful. The CEO is responsible for the organisation’s operations, administration and financial management. Working closely with the board, he/she develop the organisation’s long-term strategy, budget and business plan and ensure it complies with the law and regulations.          Acting as ambassador for the organisation, the chief executive provides the public face for campaigns and build relationships with stakeholders in politics, the media and business. They also play a critical role in motivating andengaging volunteers, employees, beneficiaries and prospective donors.</p> <p>The position will be based at The IOBSA Office in Morningside. He/she will report directly to the IOBSA Board of Directors.</p>			

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## Key responsibilities:

- Build and nurture relationships with stakeholders, the media and government officials in order to advance the IOBSA's vision, mission and objective.
- Prepare a strategic plan and annual budget for approval by the board.
- Operate within the annual budget and ensure company, operational and HR policies are up-to-date.
- Implement sound governance structures and protocols in line with the current legislative framework and King IV governance framework.
- Implement turn around strategies for growth and sustainability including increasing membership base.
- Actively spearhead advocacy and funding opportunities for the IOBSA.
- Establish and monitor key indicators of the organisation's impact and financial health.
- Drive organisational effectiveness – attract, develop and retain top talent. Mentor and interact with members of staff at all levels to foster growth and encourage development among all members of staff.
- Represent the organisation to the media and give interviews to advance the credibility of the IOBSA.
- Represent the IOBSA and participate at industry related events and publicity opportunities to enhance the CEO's leadership skills, the organization's reputation and advance the interest of the IOBSA.
- Maintain awareness of risks and changes in the external environment that affect the organisation and put in place appropriate measures to mitigate those risks.
- Build an effective working relationship with the chairman of the board and the rest of the board members.
- Supply regular reports to the board and attend the board and sub-committee meetings where required.
- Ensure the organisation's staff and volunteers are focused on achieving its vision, mission and objectives.
- Ensure the organisation fulfils its legal, statutory and regulatory responsibilities.
- Establish mechanisms for listening to the views of beneficiaries on the organisation's performance.
- Deliver the organisation's business plan and, if necessary, help the organisation to win contracts from public bodies or develop social enterprise 'spin offs'.
- Ensure a sustainable income from individual, corporate, legacy and trust donations.
- Ensure that a Digitisation strategy is implemented in support of the overall strategy of the IOBSA.

## Qualifications

An undergraduate degree is essential. A master's degree will be an added advantage.

## Experience, Skills and Competencies

- Minimum 10 years working experience with at least 3-5 years in an Executive leadership role.
- Advanced skills in Microsoft Word, Excel and Powerpoint and digitally savvy.
- Experience in the financial services industry is essential.
- Experience of working with committees or boards is advantageous.
- Ideally must have a great network in the industry and experience in advocacy skills.
- Strong financial acumen.
- Visionary and ethical leadership.
- Results-oriented, professional, accountable, agile, resourceful, quick learner and proactive.
- Exceptional ability to influence stakeholders and manage expectations.
- Experience and ability in building strong relationships and effective partnerships with key stakeholders to get buy-in, support and funding where possible.
- Ability to work effectively and efficiently individually and with diverse, multi-disciplinary teams and drive action to accomplish goals for collective success.
- Strong interpersonal skills, tact and patience and emotional intelligence.
- Ability to multi-task and prioritize work amidst competing demands.
- Excellent communication skills, including written and oral presentations.
- Ability to work independently with little supervision and as a team member in accomplishment of duties and responsibilities.

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Interested candidates to send a copy of their CV with a covering letter to the details below. Preference will be given to South Africa citizens in accordance with the IOBSA's transformation goals. If you have not heard from us in 2 weeks, please consider your application as unsuccessful.

Please Send Applications via email to:			
<b>Name:</b>	Nicole Ramjee	<b>Email:</b>	<a href="mailto:nicole@hrsyn.co.za">nicole@hrsyn.co.za</a>
<b>Internal URL:</b>	<a href="http://www.iob.co.za">www.iob.co.za</a>	<b>Closing date:</b>	6 August 2021