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Salary Band 4	(Senior) Technical Advisor – Private Sector Engagement in employment promotion
Reports to:	Project Manager: Digital Skills for Jobs and Income II (DS4JI II) in South Africa
Duration	Until 31 March 2027

1. BACKGROUND

The **Digital Skills for Jobs and Income Project II (DS4JI II) in South Africa** supports the improvement of job prospects for young people in South Africa, especially women, based on 5 demand-oriented career pathways for South Africa's increasingly digitalised economy. Its objective is to develop and support structured career pathways for employment, i.e. either wage employment or self-employment. The aim is to create increased access to employment by incorporating occupational information, education and training, and professional integration measures, in a structured manner, into the career pathways. The project consists of the following outputs:

- Output 1 aims to enable vocational students in ICT-related training courses to transition to selected career pathways in an increasingly digitalised economy.
- Output 2 aims to expand employment and target group-oriented continuing training measures offered by private and civil society training providers.
- Output 3 is dedicated to the implementation of demand-oriented support services for transitioning to employment or self-employment in selected digital career pathways.
- Output 4 aims to develop selected evidence-based, job-oriented digital career pathways together with relevant employment promotion stakeholders.

On the German side the DS4JI is implemented by the **Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH** on behalf of the **German Federal Ministry for Economic Cooperation and Development (BMZ)**. The project is part of the newly established Technical Vocational Education and Employment Cluster.

This project is in its second implementation phase, commencing on 1 April 2024. The DS4JI II team requires the expertise of a dynamic, independent working team player who is interested in setting up sustainable project and partner structures, who enjoys developing creative approaches, engages in administrative tasks and has a high digital affinity.

A. RESPONSIBILITIES

The (Senior) Technical Advisor is responsible for:

- Technical set-up and implementation of Output 3 of the DS4JI II project;
- Technical guidance of team members with regards to Output 3;
- Manages the activities of output 3 with the technical assistance of output 1 lead;
- Contributing to the achievement of the set Outputs and Project indicators;
- Contributing to the projects results-based monitoring and reporting processes.

1. Implementation Responsibility

The (Senior) Technical Advisor:

- Is responsible to establish direct cooperation arrangements with a network of companies/ associations/ Gig work enablers to provide internships, work experience and jobs that are tailored to the 5 digital career pathways supported by DS4JI II.
- Implementation of needs analysis of youth based on the demand to enable them to start their own business with regards to the selected digital career pathways, e.g. in consultation with successful entrepreneurs or freelancers, local research institutions and associations as well as digital work platforms.
- Aims to implement demand-oriented labour market support services by private and civil society training providers for transitioning South African youth to employment or self-employment along the 5 career pathways supported by DS4JI II.
- Technical advice and networking measures for private and civil society organisations for the placement of TVET graduates and continuing training programmes in internships and employment.
- Continuous engagement with private sector to determine the demand for continuing training programmes to transition to self-employment; including sought-after skills (especially in the gig economy), information on career-path-specific training and certification, peer learning formats with entrepreneurs, free-lancers and gig workers, mentoring/coaching programmes, information on continuing training formats for (basic) financial skills – (Input to output 2 initiatives).
- Provides the technical design of measures, writing of Terms of Reference and ensures the quality of implementation also by external resources / service providers / grant receivers etc. contracted by performance contracts or financing agreements.
- Together with output 1 lead, is responsible for steering and managing the performance of contractors and initiatives which receive financing and grants that contribute to the achievement of the targets of Output 3.
- Is responsible for the communication of output relevant information in accordance with the communication guidelines of GIZ.
- Manages the interface to project outputs, to relevant other projects within the cluster, and beyond, and ensures a sound and impact-oriented cooperation.
- Supports with other Outputs/tasks/activities as required and requested by project management.

2. **Technical responsibility**

The (Senior) Technical Advisor:

- Establishes a network of cooperation partners from the private sector, including relevant individual companies and associations, to host interns and jobseekers in selected career pathways, to support wage employment.

- Supports the career pathways of beneficiaries into wage and self-employment and ensures labour market services are offered where required.

- Determines a needs analysis of young South Africans, including young women and persons with disabilities, who would like to start up their own business with regards to the selected digital career pathways, together with e.g. successful entrepreneurs or freelancers, local research institutions and associations as well as digital work platforms.

- Uses needs analysis to craft self-employment opportunities for the targeted beneficiaries (including young women and persons with disabilities). This may include specific training interventions such as mentorship and entrepreneurship training as identified as top-up skills.

- Uses the labour market demand established in output 4 to craft wage employment in support of the 5 career pathways. This may include topping up on specific training interventions such as work readiness and mentorship.

- Establishment of direct partnerships with companies to determine opportunities to transition beneficiaries. Direct cooperation arrangements with companies include integrated development partnerships with the private sector.

- Contributes to the financial planning and reporting of the Output according to GIZ-standards, rules and regulations in cooperation with the project manager, finance department and administration officer.

- Monitors and reports on the achievement of Output 3 in line with reporting cycles.

- Represents the DS4JI II project in targeted, relevant platforms, meetings and events nationally and internationally.

B. **TASKS**:

Technical Assistance

- Develops strong partnerships with potential employers to engage in employment-oriented multi-stakeholder projects to support the transition of beneficiaries to wage employment;

- Develops key partnerships with successful entrepreneurs/ freelancers, local research institutions, associations, digital work platforms and the private sector to support the transition of beneficiaries into self-employment/ Gig economy;

- Provides technical advice to private and civil society organisations on developing and implementing targeted continuing training courses for transitioning to self-employment. This includes information on career-path-specific training and certification, mentoring/coaching programmes in cooperation with successful self-employed entrepreneurs and advisory services

on acquiring knowledge of particularly relevant digital tools (digital work platforms, social media, etc.);

- Initiate, develop, support and manage the implementation of the DS4JI II Output 3 in cooperation with selected initiatives, interest groups, stakeholders, companies, associations and research institutions;

- Support the set up of data driven / data based processes and tools for pathway management of young South Africans and serve interfaces to other projects and initiatives where necessary;

- Plan and budget measures to support nonformal training measures for identified youth targets in the South African ecosystem;

- Provide technical guidance to the project team;

- Manage and serve as the interface to other projects inside and outside the cluster where relevant;

- Represent the DS4JI II programme in targeted, relevant platforms, meetings and events;

- Contribute to the DS4JI II results-based monitoring system, reporting processes and knowledge management;

- Plan and budget measures to support networking and collaboration within the South African ecosystem;

- Provide technical guidance to the project team;

- Manage and serve as the interface to other projects inside and outside the cluster where relevant;

- Represent the DS4JI II programme in targeted, relevant platforms, meetings and events;

- Contribute to the DS4JI II results-based monitoring system, reporting processes and knowledge management;

- Additional tasks as required and requested by project management.

C. REQUIRED QUALIFICATIONS, COMPETENCIES AND EXPRERIENCES

Qualifications:

- A post-graduate university qualification in Economics, Social Sciences, Education or similar areas.

Professional experience

- Qualification should be enhanced by at least 8 years or more relevant working experience with a good understanding of the following:
  - 8 years or more of general work experience in employment promotion;
  - 5 years Specific Work experience in setting up networks with potential employers for transitioning youth from TVET and Non-formal training initiatives into self/wage employment;
  - 5 years Specific Work experience in cooperation with/working in the private sector on skills and training demands; employment promotion;

- o   2 years proven record of working in/for Gig Economy;
- o   2 years of proven record of development and implementation of mulit-stakeholder-partnerships;
- o   2 years of experience in setting up and strengthening the skills of youth who want to run their own businesses, especially entrepreneurial skills.

General Work experience

- South African youth digital skills development ecosystem, the structure, stakeholders involved and operations of initiatives dealing with youth development;
- Knowledge of 21st century digital skills requirements, future of work issues and an understanding of digital skills frameworks;
- Experience in (online) event organisation/ management and performance (e.g. setting up webinars or workshops);
- Ability to engage in multiple stakeholder processes, especially those involving private-and public sector collaborations;
- Strong project management skills, able to break up complex deliverables into manageable plans with realistic tasks; knowledge and experience with agile methods;
- Ability to work as part of a team and independently in a structured, methodical manner;
- Excellent writing and communication skills, fluency in English;
  Experience with setting up structures for digital stakeholder management would be an advantage.

Other knowledge, additional competences

- Ability and willingness to work in a dynamic team;
- Strong interpersonal, intercultural and (online) communication skills;
- Familiarity with gender-sensitive project approaches;
- Experience with remote management and ability to work in virtual collaboration in an organized, balanced, self-motivated manner;
- Flexibility and mobility: if required readiness to travel (national / international) and to have flexible working hours; driving license;
- Relevant digital skills (Microsoft Office including MS Teams, Outlook; SharePoint; collaboration tools like Mural, Miro etc.);
- Experience within the context of international development co-operation would be an advantage.

D. ADDITIONAL INFORMATION

- This position is Pretoria based;
- **The contract period for this position is until 31 March 2027**;

- At GIZ, you will be offered global network and an atmosphere that is characterised by diversity, respect and genuine equal opportunities. Gender equality promotion is a matter of course for us;

- GIZ is a signatory of the Diversity Charter. Recognition, appreciation and inclusion of diversity in the company are important to us. All employees shall be valued - regardless of gender and gender identity, nationality, ethnic origin, religion or belief, disability, social background, age or sexual orientation;

- GIZ would like to increase the proportion of employees with disability. Applications from persons with disabilities are most welcome.

E. APPLICATION PROCESS

Suitable candidates should apply by submitting a **motivation letter and a detailed CV <u>indicating their nationality</u>**. Applications should be submitted to: <u>recruit-pretoria@giz.de</u> , with the email subject line: **"Application for DS4JI2 Output 3 (Senior) Technical Advisor position"** for the attention of Head of Human Resource.

Closing date for applications**: 12 April 2024.**

Only shortlisted candidates will be contacted.

Applications without a motivation letter will not be considered!