



**national film and video foundation**  
SOUTH AFRICA  
an agency of the Department of Sport, Arts and Culture

The National Film and Video Foundation (NFVF), an agency of the Department of Sport, Arts and Culture (DSAC), ensures the equitable growth of South Africa's film and video industry. The NFVF provides funding for the development, production, marketing, and distribution of films and the training and development of filmmakers. Additionally, the NFVF commissions research and produces industry statistics, offering valuable insights to the public and stakeholders about the South African film industry.

The NFVF invites interested applicants who meet the criteria to apply for the following vacancy:

**Position:** Chief Executive Officer (CEO)  
**Reporting to:** NFVF Council  
**Job Ref:** RECR/CEO/001  
**Position Status:** 5 – Year Fixed Term Contract  
**Remuneration:** R1 850 000.00 – R2 288 200.00 per annum

**Job Purpose:**

The Chief Executive Officer (CEO) will be responsible for the strategic growth and operational path, ensuring the delivery of the NFVF's mandate. This role reports directly to the Chairperson of the National Film & Video Foundation Council.

The NFVF, located in Johannesburg, offers this senior management position on a five-year fixed-term contract. The CEO is expected to provide strategic direction and leadership in implementing the NFVF strategies and business plans to ensure efficient and effective delivery of the overall strategic objectives.

The NFVF seeks a strong leader who will maintain and improve the financial value creation of the NFVF. With proven leadership experience as a CEO, the candidate will build and maintain sound relationships with internal and external stakeholders in line with the Batho Pele principles. Key responsibilities include implementing financial and operational controls (including governance, PFMA, and compliance), developing and implementing NFVF policies and regulatory frameworks, and developing robust organizational processes to achieve organizational goals. The CEO will also focus

on change management, transformation, and developing high-performing strategic human resources. Ensuring the NFVF complies with all legislative prescripts is essential.

**Qualification & Experience:**

- NQF Level 8 in Public Administration/Governance or Business Management qualification. A Master's qualification (NQF Level 9) will be an added advantage.
- A minimum of fifteen (15) years of relevant management experience, with five (5) years at an executive level within the public sector.
- Knowledge of the film and video sector, including relevant policy and legislative frameworks, is non-negotiable.

## Key Performance Areas:

- Oversee the planning, development, and execution of the NFVF's strategy and overall management and leadership of the organization.
- Build and promote a sustained and attractive image of the entity.
- Articulate plans (short, medium, and long-term) to achieve the strategy and objectives of the entity.
- Identify key challenges facing the entity and design appropriate strategies and interventions to achieve the entity's goals.
- Champion the National Film & Video Foundation's culture and values through empowered leadership and active culture custodianship.
- Build strategic and management capacity to enable the achievement of the NFVF business plan.
- Establish and manage stakeholder networks.
- Ensure that risk management strategies are in place and compliance is effectively managed.
- Ensure that appropriate internal controls are in place to mitigate strategic risks of the entity.
- Ensure sound corporate governance principles.
- Ensure that the entity is adequately capitalized.
- Ensure effective and efficient management of the entity's resources.
- Provide assurance to the Shareholder (Department of Sport, Arts & Culture) and Council.
- Ensure the financial soundness of the entity.
- Provide leadership and define reporting structures for the entity.
- Attract, develop, and retain key talented management staff.
- Provide strategic support to the executive team and inspire them to deliver key performance.
- Take a leadership role in establishing and/or developing the NFVF's culture and values.
- Manage stakeholders effectively and incorporate their feedback and suggestions into business strategies where possible.
- Develop a wide range of relationships and networks with local stakeholders/communities (South Africa) and position the NFVF as a well-known and credible organization.
- Develop and maintain effective strategic relationships with key stakeholders, including the DSAC, funders, inter-governmental agencies, and partners, both locally and internationally, and strategically position the NFVF as a thought leader in research and knowledge on matters pertaining to the film industry.

## Desired Skills:

- Strategic Management
- Financial Management
- Corporate Management
- Project Management
- Policy Formulation
- Information Management
- Strategic and Conceptual Thinking
- Strategic Influence
- Visioning
- Lobbying
- Networking
- Organizational Communication Effectiveness
- People Management and Leadership Style
- Strategic Relationship Management
- Results Orientation
- Continuous Improvement and Innovation
- Mitigating Risk
- Budgeting
- Business Acumen
- Computer Literacy

The NFVF is an equal opportunity employer and encourages applications from women and people with disabilities.

## Application Details:

Interested candidates should forward their applications to the following email:  
[ceovacancy@nfvf.co.za](mailto:ceovacancy@nfvf.co.za)

## Note:

- The successful candidate will be subject to a competency-based assessment and a security vetting process.
- The NFVF will request certified copies of educational qualifications from shortlisted applicants.
- It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA).
- Candidates who previously applied for the position are encouraged to re-apply.

**Closing Date:** 25 August 2024 at 12h00. No late applications will be accepted.

Applications not responded to within 30 days of the closing date must be considered unsuccessful. The NFVF reserves the right not to make an appointment.

