



## External Vacancy

Applications listed below are hereby invited from suitably qualified persons whose appointment will promote representivity.

### BACKGROUND

Culture, Art, Tourism, Hospitality and Sport Sector Education and Training Authority (CATHSSETA) is a Sector Education and Training Authority (SETA) established under the Skills Development Act (No 97 of 1998)

### POSITION: Chairperson of an internal Risk Management Committee

#### REFERENCE NUMBER:

**DURATION:** Fixed Term Contract of three (3) years. This is not a full-time appointment

**LOCATION:** Head Office in Midrand

**Remuneration:** Category S of the National Treasury 2019 Remuneration levels

### JOB SUMMARY

The Risk Chairperson will assist the Accounting Authority in discharging oversight responsibilities in ensuring effective risk management processes throughout CATHSSETA and in accordance with terms of reference developed and guidelines from the public sector risk management framework, PFMA and Treasury Regulation.

### Key Performance Areas and Responsibilities

- Convene and preside over quarterly meetings of the Risk Management Committee (RMC);
- Provide leadership to the RMC and ensure the smooth functioning of the Committee;
- Review the risk management policy and strategy and recommend for approval by the Audit and Risk Committee;
- Review the risk appetite and tolerance and recommend for approval by the Audit and Risk Committee;
- Review the fraud prevention and whistleblowing policies as well as relevant strategies for approval by the Audit and Risk Committee;
- Review goals, objectives, outcome and key performance indicators to measure the effectiveness of the risk management activity within the organisation;
- Evaluate the extent and effectiveness of the integration of risk management within the organisation;
- Assess the implementation of the risk management policy and strategy including plans;
- Evaluate the effectiveness of the mitigating strategies implemented to address the material risk of the organisation;
- Review the material findings and recommendations by assurance providers on the system of risk management and monitoring the implementation of such recommendations; and
- Provide quarterly reports to the Accounting Authority on the state of risk management together with accompanying recommendations to address any inefficiency identified by the Committee.
- Submit quarterly reports to the Audit and Risk Committee

### Qualifications, Skills, Experience and Attributes

#### Qualifications:

Applicants must be in possession of a recognised postgraduate qualification (NQF level 8) as recognised by SAQA in Auditing or Risk management. A Master's degree in Auditing or Risk Management or Business Management will be an added advantage. More than 10 years of management experience gained from an Audit/Financial or Risk Management environment. Membership of a recognised professional body, i.e., IRMSA/IIASA is required, A valid driver's licence

#### Competencies

Must be some knowledge with extensive experience in the risk management field and also understands the legislative and regulatory framework governing risk management in the public sector. Thorough understanding of the legal prescripts and governance frameworks such as the Public Finance Management Act, Treasury Regulations, King IV Report on Corporate Governance, and Public Sector Risk Management Framework. Must have previously served on Risk Management/Audit Committee. Experience in Risk Management, Financial Management, Information Technology, Anti-Fraud and Corruption, and Auditing in the Public or Private Sector.

**Attributes**  
Good communication skills, independent judgment, independence, integrity, objectivity, reliability, sound knowledge of public sector environment, strong leadership skills.

**Applications are to reach CATHSSETA by 25 JANUARY 2022. Any applications received thereafter will be not considered.**

CATHSSETA is an equal opportunity employer committed to principles of Employment Equity. It is the responsibility of the applicants to familiarize themselves with the specific details of the position they are applying for.

The first preference will be given to (African, Coloured, Indian, White) female representation to meet the organisation's Employment Equity targets.

Applications must be accompanied by a signed application form indicating the position you are applying for, and a detailed CV. Applicants are to submit their applications ELECTRONICALLY ONLY via e-mail to [risk@cathsseta.org.za](mailto:risk@cathsseta.org.za)

Correspondence will be limited to successful candidates only. Persons with disabilities are strongly encouraged to apply. Short-listed candidates will be subjected to screening and security vetting to determine their suitability for employment, including but not limited to: Criminal records; Citizenship status; Creditworthiness; Previous employment (reference checks); and Qualification verification. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). CATHSSETA reserves the right to subject shortlisted applicants to a psychometric evaluation in accordance with its policies. All shortlisted candidates will be expected to avail themselves for an interview at CATHSSETA's convenience. CATHSSETA reserves the right not to make an appointment.

Any queries may be directed telephonically to Ms. N. Rikhotso at [NtombizodwaR@cathsseta.org.za](mailto:NtombizodwaR@cathsseta.org.za) or 011 217 0600 prior to 16h00 on the closing date. Any queries received after the cut-off will not be responded to. If you have not heard from us within 30 days after the closing date of the advertisement, please consider your application unsuccessful.

Approved on 14/01/2022

