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WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

Appointment in this position will be subject to the signing of an employment contract and performance agreement, as well as disclosure of financial interests

PERMANENT POSITION:

Group Head: Group Strategy, Policy Coordination and Relations

APPLICATION REQUIREMENTS

- Complete the online job application form and attach all relevant and updated documents (Certified Qualification/s/Certificates, ID, and CV).
- Applicants should take note that they can be required to provide proof of original documents during the selection process.
- You will be requested to provide a brief description of your work experience relating to the vacancy.
- Applicants with membership to professional bodies need to provide a membership number and expiry date.
- If you are an internal applicant, your employee number will be required.

DISCLAIMER

- The City of Johannesburg is currently recruiting and will not demand payment in any form for any job placement. All vacancies are advertised in newspapers and on the CoJ website.
- The City of Johannesburg applies the principles of employment equity as per the National legislation and policy guidelines and will consider designated groups in line with these requirements. We are an equal opportunity employer.
- By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process.
- However, registering your CV and/or receipt and acknowledgement of any kind shall not be an indication that your application will be successful and/or lead to employment.
- The City of Johannesburg shall not be liable for any damage, loss or liability of whatsoever nature arising from your use of the job opportunity section of this website.
- The City of Johannesburg reserves the right not to make an appointment.
- Applications, which have not been responded to within 6 weeks of closing date, should be regarded as unsuccessful
- Any misrepresentation or failure to disclose material information on the application form or CV will automatically disqualify your application



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GROUP HEAD: GROUP STRATEGY, POLICY COORDINATION AND RELATIONS

Department: Office of the City Manager
Branch: Group Strategy, Policy Coordination and Relations
Designation: Group Head: Group Strategy, Policy Coordination and Relations
Remuneration: R 2 219 302 pa (all-inclusive, cost to company)
Location: Sappi Building, 48 Ameshoff Street, Braamfontein

Minimum requirements:

- Matric/Grade 12; or equivalent;
- A B-Degree in Public Administration, Business Administration, Business Management Sciences or equivalent (NQF Level 7);
- 10 years of working experience, of which 5 years at middle management level in a relevant discipline or field within a large organisation;
- Valid driver's license;

Primary Function

To provide enterprise-wide leadership and strategic assurance for the formulation, translation, coordination, execution and review of the City's long-term development strategy, integrated development plans, policy architecture, institutional performance, Smart City and digital transformation agenda, research, innovation, knowledge management, and intergovernmental and international relations to ensure that the Joburg 2040 GDS is translated through the IDP, budget, SDBIP, departmental and municipal-entity business plans into measurable, funded and digitally enabled service-delivery outcomes.

Key Performance Areas:

- Lead the development, review and implementation of the City's long-term strategy and strategic foresight processes to anticipate emerging trends, risks and opportunities, and translate the Joburg 2040 vision into phased, measurable and achievable medium-term priorities;
- Leading and coordinating the City's statutory and participatory planning processes to ensure that long-term strategic objectives, community needs, spatial priorities, infrastructure requirements, available budgets and departmental delivery plans are integrated into one coherent municipal development programme;
- Lead and coordinate the development, review, alignment, implementation and evaluation of the City's policy architecture; establish City-wide policy standards and a central policy register; coordinate cross-cutting policy positions; identify and resolve policy gaps, duplication and contradictions; and monitor whether approved policies are implemented consistently and achieve their intended strategic and service-delivery outcomes to ensure that municipal policies are evidence-based, legally compliant, financially affordable, operationally implementable and aligned with the Joburg 2040 GDS, IDP, approved priorities and applicable legislative frameworks;



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- Lead and oversee the City-wide institutional performance, monitoring and evaluation system to ensure that the Joburg 2040 GDS, IDP, SDBIP, budgets and departmental and municipal-entity plans are translated into measurable outcomes and accountable performance commitments;
- Lead the development and application of strategic intelligence, research and analytics to provide credible, timely and forward-looking evidence for City planning, policy development, resource allocation and executive decision-making to ensure demographic, socio-economic, spatial, financial, technological and service-delivery data is integrated, analysed and translated into actionable insights that support improved municipal performance and resident outcomes;
- Lead and coordinate City-wide innovation and knowledge management to identify, test, evaluate and scale new solutions, capture and share institutional knowledge, promote research partnerships and embed continuous learning and improvement across departments and municipal entities;
- Lead and coordinate the City's intergovernmental and international relations to advance Johannesburg's strategic interests, align priorities across all spheres of government, strengthen its role in the Gauteng City-Region and global city networks, and secure partnerships, investment, technical cooperation and knowledge exchange that deliver measurable benefits for the City and its residents;
- Lead and coordinate inclusive citizen engagement and participatory governance processes to ensure that residents and stakeholders meaningfully influence the City's planning. Lead and coordinate priority cross-functional strategic programmes to ensure clear governance, accountability, resource alignment and effective implementation across departments and municipal entities and monitor programme performance, resolve delivery dependencies and track the achievement of measurable service-delivery, financial, social and institutional benefits;
- Provide strategic and ethical leadership to GSPCR by directing its people, finances, operations and resources; maintaining a fit-for-purpose organisational structure; and building a high-performance culture focused on accountability, innovation, collaboration and delivery of the City's strategic objectives.

Leading competencies:

- **Strategic Planning and Strategy Formulation** - Ability to understand the process of strategic planning and contribute effectively to IDP formulation;
- **Strategic Direction and Leadership** - Provide and direct a vision for the institution and inspire and deploy others to deliver on the strategic institutional mandate.
- **People Management** - Effectively manage, inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives.
- **Financial Management** - Ability to compile, plan and manage budgets, control cash flow, institute financial risk management and administer procurement processes in accordance with recognised financial practices. Further to ensure that all financial transactions are managed in an ethical manner;
- **Program and Project Management** - Ability to understand program and project management methodology; plan, manage, monitor and evaluate specific activities in order to deliver on set objectives.
- **Change Leadership** - Ability to direct and initiate institutional transformation on all levels



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- in order to successfully drive and implement new initiatives and deliver professional and quality services to the community.
- **Governance Leadership** - Ability to promote, direct and apply professionalism in managing risk and compliance requirements and apply a thorough understanding of governance practices and obligations. Further, able to direct the conceptualisation of relevant policies and enhance cooperative governance relationships.
- **Moral Competence** - Ability to identify moral triggers, apply reasoning that promotes honesty and integrity and consistently display behaviour that reflects the principles of good governance, management, performance management.

Core Competencies:

- Moral competence; Planning and organising; Analysis and innovation; Knowledge and information management; Communication; Results and quality focus;
- Minimum competency requirements for Senior Managers

“All suitably qualified candidates are encouraged to apply and will be considered. The City of Johannesburg applies the principles of employment equity as per National legislation and policy guidelines and will consider designated groups in line with these requirements. Preference will be given to previously disadvantaged groups, including those with disabilities. Appointments will be made in accordance with the approved Employment Equity Plan to promote its equitable representation in terms of race, gender and disability.”

Please take note that only online applications will be considered. Please apply by using the link below:

<https://share.hsforms.com/19bFYyDLFQhSMnxc4VR-jVq469tl>

APPLY ONLINE VIA THIS LINK: www.joburg.org.za

TIPS FOR CANDIDATES - <https://joburg.org.za/work/Pages/2026-Vacancies/Tips-For-Job-Applicants.aspx>



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ENQUIRIES ONLY:

Contact Person: Lereez Kamfer

Email Address: LereezK@joburg.org.za *The contact email address provided in this advertisement is strictly for enquiries only. Applications submitted via email, including CVs, qualifications, or any other supporting documents, will not be accepted or considered. All applications must be submitted through the application link provided in the advertisement)*

CLOSING DATE: MONDAY, 28 SEPTEMBER 2026

Applicants are respectfully informed that, if no notification of appointment/response is received within six (6) weeks of the closing date, they must accept that their application was unsuccessful. By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process. In terms of the Talent Acquisition Policy of the City of Johannesburg, you hereby consent to the following risk checks should your application be shortlisted:

- Credit Record,
- CV validation and Employment record verification,
- Criminal check, and
- Identity validation.