



# THE EXECUTIVE WELFARE COUNCIL OF THE AFM OF SA (AFM Welfare)

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## AFM WELFARE VACANCY

**Vacancy Available:** Executive Welfare Council of the AFM of SA (known as AFM Welfare).

**Position:** Chief Executive Officer (CEO)

**Place:** AFM Welfare Head Office - Centurion, Pretoria.

### BACKGROUND:

The Executive Welfare Council of the AFM of SA, known as AFM Welfare, is a Department of the Apostolic Faith Mission of South Africa (The AFM of SA), duly formed by the National Leadership Forum (NLF) in terms of Section 8.1 of the Constitution of the said church. AFM Welfare was founded in 1938 (84 years old).

AFM Welfare provides services to people in need of care and protection - this can be done through and with AFM Regions, AFM Local Assemblies and other churches to enable them to become more effective when serving the social needs of their communities. It runs 3 Residential Facilities for frail older persons, 6 Retirement Villages, 35 Child and Youth Care Centres, 14 Foster Homes, renders community child protection services and supports and work with many community-based projects with and through various assemblies.

### Structure and Staff:

- AFM Welfare is governed by the Executive Welfare Board and various committees.
- The CEO is responsible for all organisational and operational matters.
- The Executive Management team comprises of the CEO, Chief Financial Officer, Deputy Director: Social Welfare/Development Services.
- AFM Welfare has a total of **385** employees.

### Accountability:

Direct accountability to the Chairperson and accountable to the Executive Welfare Board.

### REQUIREMENTS

#### Academic:

- Post graduate qualifications in Social Work and or any of the helping professions, Finance, Business, Public Service.
- Additional academic qualification(s) serves as a recommendation.

#### Experience:

- Minimum of ten (10) years relevant leadership and management experience in the welfare or social development sector.
- Suitability for the specific position and the organisation will be taken into account.

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**Chairperson:** Dr H.J. Weideman | **Vice-Chairperson:** Pastor Jean Symons | **Secretary:** Pastor Trevor Herbert  
**Treasurer:** Pastor Rudi Coertzen **Additional Members:** Adv. Molly Malete, Pastor Ezrom Mbonambi  
**Acting Chief Executive Officer:** Mr. Ashley Theron | **Acting Chief Financial Officer:** Pastor Peter De Witt  
**Deputy Director:** Pastor Bongjiwe Naile

**Other requirements:**

- AFM member in good standing.
- SA Citizen in good health.
- Annual police clearance and verification against the Child Protection Register.
- Trusted advisor/spokesperson/advocate for opinions on welfare matters including the protection of children, older persons and other vulnerable groups.
- A servant-leader who is able to lead and not just manage. A leader who can think strategically but implement tactically.
- Good knowledge and experience in the management of Corporate Services (Human Resources, IT, Transport/Fleet Management, Facility Management, Occupational, Health and Safety; Procurement, etc).
- Knowledgeable about the compliancy requirements in the legal and policy framework for Welfare Organisations and Institutions;
- Knowledgeable about the functioning of the Department of Social Development and all other relevant Government Departments and Structures including Finance, Labour, SARS;
- Experience in good (corporate) governance in the NPO Sector and good knowledge of the King 4 Principles;
- Willingness to travel and good driving skills: driver's license – code EB (8).

**Required attributes and skills:**

- Good judgement and negotiating skills.
- Good fundraising, income development, relationship building, networking and marketing skills and insights including negotiation and persuasion.
- Excellent communicator who is fluent in English with good public speaking skills and writing skills (writing reports, articles, proposals to donors and departments).
- Assertive self-starter who is able to work independently, who is able to make difficult decisions.
- A planner - develop a strategic plan and think strategically, but implement tactically.
- A good track record in the development and implementation of strategic, business and operational plans.
- Conflict resolution and risk management skills

**HIGH LEVEL DUTIES:**

- Provide inspirational and strategic guidance and leadership of the Welfare Department/Ministry of the AFM of SA including management of the executive team.
- The conceptualization, implementation and maintenance of effective welfare services.
- Provide guidance to AFM Welfare Board, NOB and NLF on welfare related processes.
- The development and maintenance of an effective volunteer structure.
- Oversee the financial management and lead the development of effective resources.
- Implement all relevant tasks assigned by the Chairperson, Executive Welfare Board, National Office Bearers and National Leadership Forum.
- Drive the implementation, exercise control over and proactively highlight risks relating to the execution of all the Board's strategies and plans.
- Monitor and keeping up to date with the welfare legal and policy frameworks relating to ensure that the work of the organisation is aligned to the requirements of such legislation and policies.

- Ensure effective reporting in conjunction with the Head of Finances and Deputy Director: Welfare Services on the wellbeing and performance of AFM Welfare at the monthly Finance Committee and quarterly Board meetings.
- Ensure the facilitation of good working relations and arrangements with AFM Regions and Assemblies to ensure effective community-based services with and through churches.
- Create and maintain an environment to ensure that all employees of the Organisation perform their functions and duties optimally.
- Oversee the management of the Social Work, Finance, Corporate Services including (Supply Chain and Human Resource Units) and Income Development/Fundraising. Communication and Marketing Units within the Organisation.
- Liaise and attend meetings with DSD and other Government Departments and other Non-governmental Organisations when required as part of Stakeholder engagement.

**Note:**

- Previous and current employers and references will be contacted.
- Verification will be done on qualifications and must be available for psychometric testing if required.

**Remuneration Package:**

- Negotiable

**How to apply**

Send your application letter and CV to Pastor Trevor Herbert at [ultimate@iafrica.com](mailto:ultimate@iafrica.com).

**Closing Date:**

The closing date for this position is 30 June 2022.

\*The Board reserves the right not to fill the vacancy if a suitable candidate is not found.\*

Please consider your application unsuccessful if you are not contacted within 4 weeks after the closing date.

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**END**