



INTERNAL & EXTERNAL ADVERT

DESIGNATION: THREE (3) YEAR FIXED TERM CONTRACT MDTP PROGRAMME

COORDINATOR

GRADE: PATERSON GRADE (D4)

DIVISION: BIODIVERSITY CONSERVATION OPERATIONS

LOCATION: MIDMAR (MDTP OFFICES) KWAZULU NATAL

TOTAL REMUNERATION PACKAGE: R 1 178 214,91 per annum

The KwaZulu-Natal Nature Conservation Board, trading as Ezemvelo KZN Wildlife, is a PFMA Schedule 3C public entity established in terms of the KwaZulu-Natal Nature Conservation Management Act (Act No. 9 of 1997).

THE ENTITY:

The entity is responsible for the management of nature conservation within the Province of KwaZulu-Natal including protected areas as well as the development and promotion of ecotourism and facilities within the protected areas. Ezemvelo KZN Wildlife wishes to appoint a suitable candidate for the position of MDTP Programme Coordinator.

PURPOSE OF THE JOB:

To co-ordinate and manage the Maloti-Drakensberg Trans-frontier Programme (MDTP) which is overseen by the National Department of Forestry, Fisheries and the Environment.

QUALIFICATIONS

- Degree or B-Tech in Natural Sciences/Conservation/Tourism or related qualification
- Honours in Natural Sciences/Conservation/Tourism or equivalent will be an added advantage

EXPERIENCE

- A minimum of 5 years management of diverse trans-frontier systems experience is mandatory
- International experience working with the conservation bodies will be an advantage

KEY PERFORMANCE AREAS

- Budget Management
- Ensure the effective, efficient and economical utilization of the organizational and programme resources in line with the organizational financial policies and legislation.
- Asset Management
- Ensure the fulfilment of all the legal covenants and reporting requirements of the MDTP as envisaged in the Bilateral Memorandum of understanding (MoU) between the Kingdom of Lesotho and the Republic of South Africa

- Oversee the effective collaboration and coordination among the different stakeholders, through the various working groups, in the implementation of sector specific priorities and activities as identified in the strategy and action plans
- Facilitate effective collaboration and coordination between the Programme Implementation Units of the two countries in the implementation of the strategy and actions plans as well as the day-to-day management of the programme
- Prepare and present progress reports to MDTP National Coordination Committee and Bilateral Coordination Committee at their quarterly and bi-annual meetings, respectively
- Ensure effective and efficient management of the financial resources of the programme in line with the prescripts of the PFMA
- Staff Management and adherence to HR policies and procedures

KEY COMPETENCIES

- Understanding of legislation and legal frameworks (national and international)-conservation, cultural, tourism
- Practical knowledge of international protocols
- Knowledge of financial and business principles
- Understanding of biodiversity conservation and planning issues
- Knowledge of local, provincial, and national government structures
- Understanding and application of socio-political issues
- Report writing and financial skills
- Communication skills
- Decision making skills
- Knowledgeable
- Business minded and people oriented
- Able to work under pressure

ACCOMMODATION

No, basic accommodation will be provided

DIRECTIONS TO APPLYING CANDIDATES:

The following mandatory documents must be submitted.

- a) Fully completed EZEMVELO Application for Employment form (available from <http://www.kznwildlife.com/careers>) (applications with incomplete forms will not be considered).
- b) Only shortlisted candidates will be required to submit certified copies of application supporting documents, including qualifications certificates, Driver's License, Identity Document (ID) etc.

The appointment to the post is subject to positive outcome obtained from all verifications in relation to the position advertised.

Please note that applicants should only use one of the following methods when applying for a post:

- Either submit Ezemvelo KZN Wildlife application form at (Head Office); Queen Elizabeth Park: 1 Peter Brown Drive; Montrose, Montrose, Pietermaritzburg, 3201,
- Emailing Ezemvelo KZN Wildlife application form directly to Recruitment@kznwildlife.com

For any queries relating to this job-application please contact **Recruitment Office** during office hours on **033 845 1981**.

Closing Date: 26 February 2026

Applications received after the closing date will not be considered. Applicants not contacted within 30 days of the advertisement closing date should consider their applications unsuccessful.

Selection will be made in terms of the Organization's Employment Equity Plan and Preference will be given to members of designated groups. Ezemvelo KZN Wildlife reserves the right not to make the appointment towards this post.