



# CENTRE FOR THE ADVANCEMENT OF SCIENCE AND MATHEMATICS EDUCATION

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## OPPORTUNITY

### **CASME: Senior Projects Manager**

**Opportunity Closing Date: 21 November 2016**

An exciting opportunity exists for a Senior Projects Manager to join the CASME team at its Head Office in Pinetown, KwaZulu-Natal. This is an opportunity to work within a challenging but rewarding environment alongside a dedicated team.

CASME is a long running and established non-profit organization whose vision is to change learners' lives through quality and innovative mathematics and science education. The centre is embarking on a 3 year strategic programme to affirm its position as a leading non-profit centre for mathematics and science education development. The Senior Projects Manager is critical to the successful implementation of this strategic plan.

### **Purpose**

Reporting to the Director, the Senior Projects Manager is responsible for the planning, coordination and management of CASME's educational projects. The Senior Projects Manager has oversight responsibility for implementation and evaluation of projects.

### **Requirements**

<b>Essential Qualifications:</b>	Post Graduate Qualification in Education, Education Management or related
<b>Additional Qualifications:</b>	Project Management
<b>Experience:</b>	3 years' experience in managing human, financial and physical resources in an education context

The position requires a strategic thinker with excellent people and resource management skills. Competence in planning and coordinating multiple, concurrent projects in a dynamic environment. The ability to communicate confidently and effectively, verbally and in writing. Attention to detail in analysis and reporting is essential including in budget preparation and management.

Own reliable vehicle and valid driver's license required.

Send a concise CV including names and contact details of 3 references to [benson@casme.org.za](mailto:benson@casme.org.za) by 16h00 on 21 November 2016.

Only shortlisted candidates will be contacted for interviews.