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WE HAVE AN EXCITING CAREER OPPORTUNITY FOR:

PERMANENT POSITION:
Assistant Director: Clinical Services and Operations

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.
- Applicants are advised to use Google Chrome when applying for CoJ positions.

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 acknowledgment 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.
- Any misrepresentation or failure to disclose material information on the application form or CV will automatically disqualify your application.



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ASSISTANT DIRECTOR: CLINICAL SERVICES AND OPERATIONS

Department:	Social Development
Branch:	Substance Abuse Unit
Designation:	Assistant Director: Clinical Services and Operations
Remuneration:	R49 989.72 pm (basic salary excluding benefits)
Location:	118 Jorissen Street, Braamfontein

Minimum Requirements:

- Grade 12 / NQF level 4 plus a relevant degree in Health / Medicine or Social Work including registration with recognized and relevant regulatory council / bodies;(NQF level 7);
- 6 – 8 years' experience in working in a substance abuse treatment setting of which 5 years must be on a management level;
- Knowledge and application of relevant substance abuse legislation;
- Knowledge on the local government environment and regulatory framework;
- Knowledge of addiction management and treatment protocols.

Primary Function:

To render substance abuse rehabilitation and care service within the city through clinical services offered at community-based substance abuse treatment centre and in patient centre. Align all activities to the Substance Abuse legal framework and in terms of the national Norms and Standards. To render critical clinical, medical and psycho-social support service within the relevant scope of practice. To facilitate and support the education and training of the multi-disciplinary team consisting of social workers, medical, pharmaceutical and nursing staff. Conduct and participate in research to keep abreast with knowledge and improve the continuum of care. Staff Management and support.

Key Performance Areas:

- Support and promote the clinical intervention undertaken at community-based substance abuse treatment and in patient centre services;
- Conduct, coordinate and monitor substance education and training for personnel;
- Assist, support and coordinate compliance related matters in line with legislative frameworks and policy provisions;
- To improve, maintain and sustain serviced delivery and substance abuse care outcomes in terms of the strategic objectives within the City;
- Promote and facilitate research and in house projects to establish trends in substance abuse field as a whole and identify emerging new drugs and substances used by clients;
- Multidisciplinary team engagements for effective program implementation.

Leading Competencies:

- Professionalism
- Computer software application skills;
- Report writing;



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- Interpersonal skills;
- Social or clinical research skills;
- Report writing skills at Senior Management level.

Core Competencies:

- Must be capable of working with a multidisciplinary team;
- Manage internal and external professional relationships;
- Data management.
- Human Resource Management skills.

“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 following link below:

<https://share-eu1.hsforms.com/1mi3wYH3jiRO-WU9Yy0qi4BAew554>

APPLY ONLINE VIA: www.joburg.org.za

ENQUIRIES ONLY:

Contact Person: Johannes Mofokeng
Tel No: 083 702 7609

CLOSING DATE: TUESDAY, 30 APRIL 2024

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,
- Employment record verification,
- Criminal check, and
- Identity validation.