



19 July 2022

RESEARCH AND MEDIA OFFICER JOHANNESBURG

FEDUSA the second largest Trade Union Federation in South Africa needs the services of an ethical, highly motivated individual as a Research and Media Officer

CENTRE: FEDUSA House, Roodepoort, Johannesburg

SALARY: CM

DUTIES AND RESPONSIBILITIES




- 📌 Defining and refining media and research or policy development objectives
- 📌 Draft media releases and statements and coordinate media briefings
- 📌 Drafting of position papers for policy formulation
- 📌 Applying qualitative and quantitative methodologies to research projects for the federation/ affiliates on economic, social, political, and industrial issues.
- 📌 Networking with affiliates, other federations, and external organisations in South Africa and international.
- 📌 Working with the media and other key institutions to promote the federation and affiliates
- 📌 Using an appropriate and creative methodology to design and manage a research or policy development project, which may involve the use of quantitative and / or qualitative methods and may include both pilot and development work

EDUCATION AND EXPERIENCE












- 📌 A Bachelor's Degree in Social Science or Development Studies (preferably Post Graduate / Honors Degree)
- 📌 Relevant qualification in Journalism and Media work
- 📌 Knowledge and experience of working in a Federation / Trade union environment (+ 5 years).

SKILLS

- 📌 Excellent verbal and written communication skills ;
- 📌 Excellent time management skills;

-  The ability to speak, read and understand English;
-  The ability to multitask and maintain a high quality of work;
-  Ability to take initiative and to work as part of a team;

QUALITIES

-  Integrity;
-  Ethical;
-  Reliable;
-  Tactful;
-  Team player;
-  Excellent time-management;
-  Passionate;
-  Assertive;
-  Honest;
-  Trustworthy;
-  Hard-working.

Applicants must please submit :

- 1) A letter of application ;**
- 2) An up-to-date CV, indicating the position they are interested in via email to admin@fedusa.org.za, for the attention of Mr. Ashley Benjamin, FEDUSA Deputy General Secretary, before the closing date.**

Please note that if you have not heard from us within 1 month of applying for the position, your application has been unsuccessful.

By submitting an application for employment, the Job Applicant irrevocably, unconditionally and voluntarily consents, but not limited to the employment processes, to the collection and processing of personal information in relation to discharging the obligations and functions in the filling of the vacancy.

FEDUSA IS AN EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER.

(Date posted: 19/07/2022)

Closing date for applications : 29 JULY 2022 on or before 18H00