

EXCITING OPPORTUNITIES AT SECTION27

SECTION27 is at the forefront of human rights activism in South Africa. We operate as a public interest law centre and seek to influence, develop and use the law to protect, promote and advance human rights. If you are passionate about human rights and would like to be part of a dynamic team working to challenge legal, political and social systems and positively influence society, working at SECTION27 could be the challenge you have been looking for. For more information on SECTION27's work please refer to our website www.section27.org.za.

All positions are based in Johannesburg. Applications should be sent to info@section27.org.za or 011 339 4311 (fax) no later than **Friday, 26 November 2010**.

Shortlisted candidates will be contacted for interviews in Johannesburg in early December. Successful applicants should be available to start work no later than February 2011.

OPPORTUNITY 1: ACCESS TO MEDICINES RESEARCHER

Building on the work of the AIDS Law Project (ALP) – from 2001 to 2010, SECTION27's access to medicines (A2M) work has three areas of focus: patents, pricing and sustainability of supply; public procurement and supply chain management; and regulatory matters.

SECTION27 seeks a self-motivated person with legal and research skills to support the organisation's A2M work, with a particular focus on patents, pricing and sustainability of supply. **This area of work has three aims:**

- To use existing law to reduce prices and ensure sustainable supplies of medicines used to prevent and treat HIV infection and related opportunistic infections;
- To conduct legal research and litigation necessary to develop the legislative framework that governs A2M; and
- To document and analyse SECTION27's A2M work.

Education, experience, knowledge and skills

Essential: • Bachelor's degree with a major in law (or an LLB) • At least two years' working experience • Excellent English language skills and ability to write well • Ability to conduct legal research and analyse legislation and policy documents • Ability to assimilate, analyse and report • Excellent computer skills and good time management

Advantageous: • Postgraduate degree in law • Knowledge of human rights, HIV/AIDS and the law • Understanding of public procurement and supply chain management challenges in the public health sector • Understanding of litigation processes • Experience in drafting legal pleadings and policy submissions • Ability to explain complex concepts

OPPORTUNITY 2: COORDINATOR OF PROGRAMME ON BUDGET AND EXPENDITURE MONITORING

SECTION27 has established a programme that monitors health budgeting and expenditure, with a particular focus on HIV/AIDS and TB at national and provincial spheres of government. As part of this work, SECTION27 was instrumental in setting up the Budget and Expenditure Monitoring Forum (BEMF), a group of civil society organisations that meets regularly to learn about new developments and co-ordinate activities aimed at improving the state's health budgeting and expenditure.

The purpose of SECTION27's own programme on budget and expenditure monitoring this project is threefold:

- To help co-ordinate the efforts of other civil society organisations involved in this work through BEMF;
- To help in building the capacity of key membership based-organisations – such as the Treatment Action Campaign (TAC) – to mobilise for better health budgeting and expenditure; and
- To use the law to improve the quality and accountability of the state's health budgeting and expenditure, with a focus on HIV/AIDS and TB.

SECTION27 seeks a self-motivated person with management and research skills to assume responsibility coordinating this programme. In particular the co-coordinator will be expected to:

- Develop and implement the project's strategy;
- Organise BEMF meetings;
- Organise and coordinate training of key membership-based civil society organisations on the state's health budget and expenditure;
- Oversee campaigns that arise out of this programme;
- Develop expertise on the state budget and expenditure process; and
- Communicate regularly with members of government, members of civil society and the media.

Education, experience, knowledge and skills

Essential: • Bachelor's degree with a strong economics or law background • At least two years' working experience • Excellent English language skills and ability to write well • Proven research qualities and the ability to assimilate, analyse and report • Demonstrated ability to analyse quantitative information • Ability to explain complex concepts • Demonstrated ability to lead and communicate • Experience in organising meetings • Excellent computer skills and good time management

Advantageous: • Postgraduate degree • Knowledge of human rights, HIV/AIDS and the law • Knowledge of economics • Knowledge of state budget and expenditure processes • Understanding of litigation processes • Experience in drafting policy submissions • Creativity and ingenuity

OPPORTUNITY 3: RECEPTIONIST / FRONT OFFICE ORGANISER

SECTION27 seeks a self-motivated efficient hard working person. Main duties are to manage the telephone line and front office. An important aspect of the function is liaison and communication with partner organisations and to assist with all aspects of office administration. The successful candidate demonstrates a positive and helpful attitude and the ability to work in a team.

Education, experience, knowledge and skills

Essential: • Post-matric qualification • 1-2 years work experience preferably as a receptionist • Fluency in spoken and written English • Proficiency in one or more indigenous South African languages • Good telephone manner • An ability to record and communicate messages well • General public relations skills • Good interpersonal skills • Computer skills • Good administration and filing skills • Good organisational skills • Flexibility – willing to assist in other areas of work • Willingness to work beyond official working times when required • Knowledge of issues surrounding HIV / AIDS and human rights

OPPORTUNITY 4: CHIEF OPERATING OFFICER

SECTION27 seeks a Chief Operating Officer to provide strategic direction and tactical planning and management of the organisation. The successful candidate is meticulous, systematic, methodical and organized with demonstrable problem solving ability. The candidate is able to prioritise and manage several projects concurrently, is diplomatic, dedicated and committed.

Education, experience, knowledge and skills

Essential: • Graduate business qualification • 5-10 years relevant managerial and financial experience • Financial literacy, including the ability to assess control systems • Practical HR knowledge and expertise • Excellent networking skills and the ability to communicate and interact with donors at a high level • Excellent writing, computer and communication skills • Excellent time management

Advantageous: • Knowledge of issues surrounding HIV / AIDS and human rights • Knowledge of NGOs and Donor-reliant businesses and the requirements for grant proposals

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