



social development

Department:
Social Development
NORTHERN CAPE
REPUBLIC OF SOUTH AFRICA

POST NAME: Social Work Supervisor Grade 1 -2 (Generic Services) x 6

DISTRICT: Frances Baard District x 2

SERVICE POINT: Sol Plaatjie Local Municipality

REFERENCE NUMBER: SWS/FB/SP/2022/04/16

DISTRICT: Namakwa District x 1

SERVICE POINT: Hantam Local Municipality

REFERENCE NUMBER: SWS/NAM/HANT/2022/04/17

DISTRICT: Z. F. Mgcawu District x 1

SERVICE POINT: Cluster 2: Kgatelopele & Tsantsabane Municipality

REFERENCE NUMBER: SWS/ZFM/CLUSTER 2/2022/04/18

DISTRICT: Pixley Ka Seme District x 1

SERVICE POINT: Cluster 3: Siyathemba, Siyancuma & Thembelihle Local Municipality

REFERENCE NUMBER: SWS/PKS/CLUSTER 3/2022/04/19

DISTRICT: John Taolo Gaetsewe District x 1

SERVICE POINT: Gamagara Local Municipality

REFERENCE NUMBER: SWS/JTG/GAMA/2022/04/20

SALARY PER ANNUM: R389 991.00- R725 517.00 (Salary will be in accordance with the OSD)

****Applications must include Certificates of Service for recognition of previous work experience****



JOB PURPOSE:

To ensure that social work services are provided by supervisees through the promotion of social change, problem solving in human relationships and the empowerment and liberation of people to enhance social well-being.

REQUIREMENTS AND COMPETENCIES:

- ❖ Grade 12 certificate plus formal tertiary qualification in Social Work (e.g. Bachelor of Social Work) that allows professional registration with the South African Council for Social Work Professions (SACSSP);
- ❖ Registration Certificate and current practice card for new a financial year with the SACSSP as a Social Worker;
- ❖ A minimum of 7 years appropriate experience in social work after registration as Social Worker with the SACSSP;
- ❖ The following knowledge and skills are required:
 - Skills to ensure that supervisees challenge structural sources of poverty, inequality, oppression, discrimination and exclusion efficiently and effectively.
 - Knowledge and understanding of human behaviour and social systems and skills to ensure that supervisees intervene efficiently and effectively at the points where people interact with their environments in order to promote social well-being.
 - The ability and competence to ensure that supervisees assist, advocate and empower individuals, families, groups, organisations and communities to enhance their social functioning and their problem-solving capacities, prevent and alleviate distress and use resources, effectively and effectively.
 - The understanding and ability to ensure that supervisees provide social work services towards protecting people who are vulnerable, at-risk and unable to protect themselves.
 - Ability to compile complex reports.
- ❖ A valid driver's license is required.

MAJOR JOB FUNCTIONS:

- ❖ To ensure that a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes is rendered. Attend to any other matters that could result in, or stem from, social instability in any form. Supervise employees engaged in these functions. This would include the following actions:
 - Conduct assessments, that are problematic for supervisees, aimed at identifying conditions in individuals, groups, families and communities that justify relevant interventions.
 - Ensure that the appropriate recommendations and interventions required to address the conditions are identified. Ensure the development and planning of programmes to render the recommended interventions efficiently, effectively and economically.
 - Ensure that the recommended interventions are implemented by supervisees by providing continuous support, counselling, guidance and advice to supervisees.
 - Monitor and evaluate the effectiveness of the recommended interventions, ensure reporting on progress and identify further/amended interventions to address the identified conditions.
 - Study, interpret, apply and give guidance on legislation and policies in the identified work fields to supervisees and other role players/stakeholders.
 - Perform statutory functions that are problematic for supervisees relating to the relevant function, compile court reports and attend to court enquiries and the other tasks emanating from these matters.
 - Ensure that records of social work interventions, processes and outcomes are produced and maintained.
- ❖ Supervise and advise social workers, social auxiliary workers and volunteers to ensure an effective social work service. This would, inter alia, entail the following:



- Debrief and support supervisees to manage occupational stress and related issues to promote a sound and effective social work service.
 - Professional and general supervision of the relevant staff.
 - Quality control of the work delivered by supervisees.
 - Advise supervisees with regard to all aspects of the work.
 - Manage performance, conduct and discipline of supervisees.
 - Ensure that all supervisees are trained and developed to be able to deliver work of the required standard efficiently and effectively by, *inter alia*, mentoring and coaching. This includes continuous professional development activities as prescribed.
- ❖ Keep up to date with new developments in the social work field. This would, *inter alia*, entail the following:
- Study professional journals and publications to ensure that cognisance is taken of new developments.
 - Monitor and study the social services legal and policy framework continuously.
 - Liaise/attend meetings with other departments and non-government institutions and relevant stakeholders to take cognisance of the latest developments in the relevant fields.
 - Engage in continuous professional development activities as prescribed.
- ❖ Supervise all the administrative functions required in the unit and undertake the higher level administrative functions.

Enquiries: Ms. CR Vos

Mr. H.N Biko

Ms. T Mbetane

Ms. N Andreas

Ms. C Farmer

Tel: (054) 337 9400 (ZF Mgcawu District)

Tel: (053) 632 7600 (Pixley Ka Seme)

Tel: (053) 872 4000 (Frances Baard District)

Tel: (053) 714 3400 (John Taolo Gaetsewe District)

Tel: (027) 712 1365 (Namakwa District)

The Northern Cape Social Development is an equal opportunity, affirmative action employer. The Employment Equity Plan of the Department shall inform employment decision. It is the Department's intention to promote equity (race, gender and disability) through filling of the post (s). Women and persons with disabilities are encouraged to apply.

The post advertised is in line with PHSDSBC Resolution 1 of 2009 – Agreement on implementation of an occupational specific dispensation for Social Service Professions. It is the Department's intention to promote equity through the filling of posts, according to the set Employment Equity targets. To facilitate this process successfully, an indication of race, gender and disability status is required. **Applications must be submitted on form of new Z83**, obtainable from any Public Service department or on the internet at <http://www.info.gov.za/documents/forms/employ.pdf> and should be accompanied by a recently updated, comprehensive CV as well as certified copies of all qualification(s) [Matric certificate must also be attached] and ID-document and Driver's licence [where applicable]. Non-RSA Citizens/Permanent Resident Permit Holders must attach a copy of his/her Permanent Residence Permit to his/her application. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). **No faxed or emailed applications will be considered. Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short listed candidates ONLY.** Suitable candidates will be subjected to a personnel suitability check (criminal record check, citizenship verification, financial/asset record check, qualification/study verification and previous employment verification). Successful candidates will also be subjected to the security clearance processes. Where applicable, candidates will be subjected to a skills/knowledge test. Successful candidates will be appointed on a probationary period of twelve (12) months, should such a need be identified. **The Department reserves the right not to make appointment(s) to the advertised post(s).**



All applications, quoting the relevant reference number, must be directed to:

UPINGTON

Postal Service:
Registry (ZF Mgcawu District)
Department of Social Development
Private Bag X5892
Upington
8800

Hand delivery to Registry:
Old Sanatorium Building
Clarkia Road
Progress
Upington
8800

Attention: Ms. MS Mfusi (ZF Mgcawu District)

DE AAR

Postal Service:
Registry (Pixley Ka Seme District)
Department of Social Development
Private Bag X1001
De Aar
7000

Hand delivery to Registry:
Orion Hostel
Alpha Road
De Aar
7000

Attention: Mr. L. Pula (Pixley Ka Seme District)

KIMBERLEY

Postal Service:
Registry
Department of Social Development
Private Bag X5063
Kimberley
8300

Hand delivery to Registry:
N.G Meyer Building
Corner Duncan & Tyburn Road
Kimberley
8301

Attention: Mr. L.A Morometsi (Frances Baard District)

KURUMAN

Postal Service:
Registry (John Taolo Gaetsewe District)
Department of Social Development
Private Bag X556
Kuruman
8460

Hand delivery to Registry:
Summerdown Building 2ND Floor
Voortrekker Street
Kuruman
8460

Attention: Mr. T Setlhabetsi (John Taolo Gaetsewe District)

SPRINGBOK

Postal Service:
Registry (Namakwa District)
Department of Social Development
Private Bag X11
Springbok
8240

Hand delivery to Registry:
Van Riebeeck Street
Springbok
8240



Attention: Ms. A Witbooi (Namakwa District)

Publication Date: 24 April 2022

Closing date: 13 May 2022 @ 16h00

Appointment Date: 01 August 2022

If you have not received any correspondence within 6 weeks of the closing date, please assume that your application has been unsuccessful and the process has been concluded.

