

Confidential Assignment Letter



**SA FEEDLOT
ASSOCIATION**

INTRODUCTION AND OVERVIEW

Position Title:	General Manager: SA Feedlot Association
Company:	SA Feedlot Association
Location:	Pretoria, Gauteng Province, South Africa
Reporting to:	SA Feedlot Association Executive Committee
Website:	www.safeedlot.co.za

THE ASSOCIATION

SA Feedlot Association's vision is to be an effective, representative and legitimate organization that plays a leading role in all fields that will contribute to the advancement of the feedlot industry. The mission is to serve, to co-ordinate, to represent and to promote the interests of all its members with integrity.

SERVICES

- The SA Feedlot Association represents the feedlot industry on all formal and informal structures where member's interests are to be established and protected, including but not limited to:
 - Red Meat Primary Cluster
 - Res Meat Industry Services Board
 - Red Meat Research and Development
 - Livestock Welfare issues and compilation of Codes
 - International Trade matters.
 - State and Provincial issues
 - Ad hoc industry advisory forums
 - Relevant legal action if necessary.
- Administers the prestigious Q- Sure GMP system for feedlots.
- Animal Health related issues and regulations.
- Conducts Feedlot industry image building initiatives including website hosting, lectures, farmer's days and International Feedlot tours.
- Provides members with regularly updated Feedlot Environmental Guidelines.

Please visit the website www.safeedlot.co.za for more information.

THE POSITION/ OPPORTUNITY

Primary purpose of the job

The purpose of the role is to provide leadership and management to the South African Feedlot Association (SAFA) to fulfil its vision to be an effective representative and a legitimate organization that plays a leading role in all fields that will contribute to the advancement of the feedlot industry.

Furthermore it is also to represent the feedlot industry on certain formal structures where member's interests are to be established and protected. The South African Feedlot Association (SAFA) is a voluntary organization and is also a service provider to the Red Meat Industry Services.

This role will be fulfilled under the authority of the Chairperson of the Association and will be co-ordinated by the executive committee.

Major task headings

- Demonstrating leadership in terms of the association's vision and mission.
- Representing SAFA on certain domestic structures where member's interests are to be established and protected. This specifically refers also to representation on the Red Meat Industry structures under the authority of the Chairperson of the Association.
- Management of the administration of the association
- Management of all matters pertaining to legislation and compliance or any other legal affairs for the association, including the upkeep of a legal manual in terms of compliance.
- Management of the budget and all other financial matters of the association.
- To provide a service to members and to promote feedlot image building initiatives.
- Engage with members and to recruit possible new members to the association.
- Management and sharing of all relevant information to internal and external stakeholders.
- Negotiations with relevant government authorities regarding various matters cardinal to the association and the feedlot industry.
- Maintaining and promoting a network with domestic and international role players in the feedlot industry.
- Hosting of the Annual General Meeting and Cattleman's Conference
- Represent the members by protecting and establishing their interests and by addressing all matters that impacts the industry on behalf of SAFA.

THE CANDIDATE

Qualifications and experience

- A degree from a recognized university
- South African citizen
- 10 years' experience
- Proven management experience

Knowledge and Skills

- Ability to plan, organise, co-ordinate and facilitate
- Ability to negotiate, with directors of companies/institutions
- Strong negotiation and initiating skills
- Ability to work independently, as tasks cannot be delegated
- Ability to work under pressure
- Networking skills (ability to engage stakeholders)
- Computer skills (Outlook/Excel)
- Strategic thinking
- Influencing/motivational skills
- Leadership skills

SA Feedlot Association

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PRIVACY AND CONFIDENTIALITY CLAUSE

Please note that the above details provide a broad summary of the key terms and conditions relating to this position and, as such, should not be considered as part of any contract of employment. Full terms and conditions will be provided to the successful candidate in accordance with current employment legislation.