

JOB SPEC: HEAD: TECHNICAL AND PROFESSIONAL DEVELOPMENT

A: JOB INFORMATION SUMMARY

Job title	:	HOD: Technical and Professional Development
Job Category	:	Senior Management
Industry	:	Professional Body, Education, Training & Development
Salary	:	Market Related.
Position Type	:	Five-year Fixed-term contract with benefits (renewable)
Location	:	Centurion, Pretoria
Reporting to	:	Chief Executive Officer

B: JOB OVERVIEW:

This is an exciting opportunity to join the Southern African Institute of Government Auditors (SAIGA), a professional body that has a focus on the public sector auditing and accounting profession. SAIGA certifies audit professionals in the public sector and provides technical support and guidance as well as technical training amongst others.

This role is central to strengthening technical excellence and professional standards in public sector auditing across Southern Africa. The successful candidate will shape qualification frameworks, technical guidance, and professional development pathways that directly influence the credibility and effectiveness of the profession.

About the Southern African Institute of Government Auditors

The Southern African Institute of Government Auditors is a non-profit professional body that certifies and develops finance and auditing professionals in the public sector. SAIGA represents a unique brand of professionals, the Registered Government Auditors (RGA) in the public sector and academia. SAIGA is the sole provider of the RGA, which is regarded as the highest professional qualification in public sector auditing. Visit: www.saiga.co.za for more information.

Physical Address

Cambridge Office Park, Building 27, Ground Floor,
5 Bauhinia Street, Techno Park Centurion, 0157

Postal Address

PO Box 36303, Menlo Park,
0102, South Africa

Member of



www.saiga.co.za

C: KEY PERFORMANCE AREAS:

1. Strategic Leadership

- Drive strategic planning and execution aligned with SAIGA's vision.
- Lead and oversee the Technical Unit, ensuring delivery of national-level technical and professional development programmes.
- Establish and institutionalise scalable technical and professional development frameworks and governance processes.

2. Technical Leadership and Advocacy

- Serve as SAIGA's technical authority and spokesperson.
- Lead technical research, policy development, and committee engagements.
- Represent SAIGA in key forums and advocate for public sector auditing.

3. Professional Development and Quality Assurance

- Oversee CPD programmes, certifications, and member support.
- Ensure quality assurance across technical training and assessments.
- Exercise final technical authority over professional assessments and certification decisions.

4. Stakeholder Engagement

- Cultivate strategic partnerships with government, academia, and industry.
- Lead stakeholder management planning and collaboration initiatives.
- Align internal and external engagement with SAIGA's mandate.

5. Strategic Projects and Innovation

- Manage accreditation processes for education and training providers.
- Lead development of new qualifications and professional designations.
- Promote member mobility through strategic alliances and innovation.

6. Team Leadership

- Mentor and develop Technical Unit staff.
- Drive performance management and talent development.

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- Foster a culture of innovation, research, and technology adoption.

7. Financial Oversight

- Prepare and manage the Technical Unit's budget.
- Monitor financial performance and ensure strategic alignment.
- Ensure compliance with financial policies and reporting standards.

D: APPOINTMENT REQUIREMENTS

The following requirements are applicable:

- Minimum honours degree, post-graduate or equivalent qualification in the Accounting, Auditing, Finance, Education and Professional Development fields.
- Minimum of 5–10 years' relevant experience, including senior leadership responsibility in technical standards, professional development, qualifications, or certification environments.
- Proven experience in:
 - Curriculum development
 - Continuing Professional Development (CPD)
 - Technical research and standards
 - Stakeholder engagement (e.g., government, academia, industry bodies)
- Preference will be given to individuals who are Registered Government Auditors (RGA) or hold an equivalent designation registered with SAQA.
- Deep understanding of industry trends, regulatory frameworks, and professional standards
- Demonstrated experience working with professional standards, regulatory frameworks, or qualification authorities.
- Led accreditation or qualification development; Oversaw certification or assessment frameworks; Chaired or served on technical committees; Published technical guidance or standards
- A valid driver's license (code 08) is mandatory.

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- Ability to engage in regular travel for local, regional, and international purposes, as required.

E: SPECIFIC SKILLS & PERSONAL ATTRIBUTES

- Policy and standards interpretation and development
- Professional body governance experience
- Qualification and accreditation systems knowledge
- Technical thought leadership
- Change and transformation leadership.

Applications must be e-mailed to: careers@saiga.org.za on or before 12 March 2026 and should be addressed with your CV. Should you not receive feedback by 12 June 2026, consider your application unsuccessful.

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