



an agency of the
Department of Arts and Culture

Vacancy

Audit and Risk Committee Chairperson x 1 Audit and Risk Committee Members x 2

Audit and Risk Chairperson (ref ARC 001)

Title: Audit and Risk Chairperson

Contract Term: 36-month fixed term contract

Location: National Museum, Bloemfontein

The National Museum, Bloemfontein is seeking a well experienced Chairperson of Audit and Risk Committee

The Chairperson of Audit and Risk committee reports to the Chairperson of Council of the National Museum. The Audit and Risk Committee is a sub-committee of Council, established in terms of Section 77 of the Public Finance Management Act. 1 of 1999(as amended). The Committee is responsible for overseeing and ensuring that the organisation's accounting policies, financial controls, financial records and reporting is in accordance with what is required by the PFMA. The National Museum will enter into a 3-year contract for services rendered with the successful individual.

Requirements:

- A relevant tertiary qualification in the field of Accounting, Auditing, or Law; possession of a CA(SA), RGA, CIA, ACCA will be an added advantage.
- An understanding of the requirements of the Chairperson's role in an Audit and Risk Committee, and must have served on an Audit and Risk Committee previously;
- Be capable of displaying an understanding of the public sector in terms of auditing, governance, and the risk management environment; and
- Have a thorough understanding of the legislation applicable to the National Museum.

Key Responsibilities:

- Understand the function of the Audit and Risk Committee and be able to lead constructive dialogue with management, internal and external auditors and Council;
- Understand the effective management of financial risks;

- Reliable oversight of the financial reporting, and sound understanding of Generally Recognised Accounting Practice;
- Oversee compliance with applicable laws and regulations;
- Maintain a system of effective and efficient internal and external audit functions in order to provide the necessary assurance to Council; and
- Oversee risk management of the organisation,
- Regulate and discharge responsibilities as contained in the National Museum's Audit and Risk Committee Charter

Audit and Risk Committee Members x 2 (Ref ARC 002)

Requirements:

- A relevant tertiary qualification one of the following fields risk management / legal and compliance/ performance monitoring/ finance
- Knowledge and understanding of internal controls and applicable accounting standards
- Be capable of displaying an understanding of the public sector in terms of auditing, governance, and the risk management environment; and
- Have a thorough understanding of the legislation applicable to the National Museum

Key Responsibilities:

- Understand the function of the Audit and Risk Committee
- Understand the effective management of financial risks;
- Reliable oversight of the financial reporting, and sound understanding of Generally Recognised Accounting Practice;
- Oversee compliance with applicable laws and regulations;
- Maintain a system of effective and efficient internal and external audit functions in order to provide the necessary assurance to Council; and
- Oversee risk management of the organisation,
- Regulate and discharge responsibilities as contained in the National Museum's Audit and Risk Committee Charter
- **The National Museum is committed to Employment Equity and aims to attract and retain talented individuals to achieve its equity objectives. Therefore, people from designated groups, including those with disabilities, are encouraged to apply.**
- **The National Museum reserves the right not to fill an advertised position.**
- **If you meet ALL the stated requirements, kindly e-mail your applications to [Dr Louise Coetzee](mailto:Dr.Louise.Coetzee@nationalmuseum.co.za) minutes@nationalmuseum.co.za, including a covering letter, a copy of your identification document, copies of qualifications and a comprehensive CV (including three referees with their contact details).**

- Verifications will be conducted.
- Applications not meeting the criteria will be disqualified.
- Should you not hear from us within 2 weeks after the closing date, consider your application unsuccessful.
- Communication will be limited to the short-listed candidates only.
- Short-listed candidates will be subjected to a comprehensive selection process.
- The closing date in respect of these positions will be **6 November 2024**.
- Telephonic Enquiries: **051 – 011 0606**

We thank all applicants for their interest.