



WE'RE LOOKING FOR AN OPERATIONS MANAGER!

Embrace is an emerging national movement with an ambitious goal – to ensure every mother is supported from the start. This is achieved through inspiration, mobilisation and building meaningful connections for mothers. Whilst the movement is big, our team is small and plays a vital role in keeping the movement members passionate and purposeful, and keeping the goal in sight. Currently incubated within the DG Murray Trust, Embrace seeks to hire a Operations Manager to work as part of this small team.

OUR IDEAL OPERATIONS MANAGER:



- You're passionate about supporting motherhood in South Africa.
- You're ordered and methodical but you aren't afraid to take risks and implement interesting strategies.
- You understand the value of a good team plan and are able to implement it. Productivity and ticking off check-lists excites you!
- You're technically-inclined and aren't intimidated by web-based systems.
- You're able to work a mean spreadsheet and tally numbers with ease.
- You're able to be the task-master and the team cheerleader and you understand the importance of balancing both roles.
- You communicate clearly with the team in order to drive productivity and passion.
- You can manage contractors and stakeholders and are assertive about maintaining project deadlines.
- You're committed to working hard to ensuring that the movement grows.

Core skills and background:

- We're looking for a university graduate with evidence of a strong track record in operations and project management.
- Experience with web-based systems is advantageous

To apply please submit a motivation letter and CV (including the details of 3 referees) to cv@embrace.org.za by **Wednesday 16 May 2018**.

Please add the job title in the subject line of your email.