



Schools Evaluation Authority

Accountability • Quality • Respect

EVALUATOR: WESTERN CAPE SCHOOLS EVALUATION AUTHORITY (SEA)

Starting date: 15 January 2025

(2-year full time statutory appointment)

The Chief Evaluator of the Western Cape Schools Evaluation Authority (SEA), under regulation 2(2) of the Regulations on the Western Cape Schools Evaluation Authority, 2019, published under Provincial Notice 47/2019 in Provincial Gazette 8079 dated 11 April 2019 ("the regulations"), invites applications for persons to be considered for appointment as Evaluators under section 11A(4)(b) of the Western Cape Provincial School Education Act, 1997 (Act 12 of 1997) ("the Act").

Functions of Evaluators:

1. Conduct evaluations of school performance, including judgements about quality, other findings and recommendations based on sound evidence.
2. Work in close collaboration with the Lead Evaluator in the performance of their functions.
3. Attend and participate in oral feedback with the school and its stakeholders at the end of the evaluation.
4. Prepare and submit correct, clear, well written school evaluation reports and information including quality judgements and other findings and recommendations.

A copy of the Act and the regulations which contain a full description of the functions for Evaluators and the Western Cape Schools Evaluation Authority are available on the website of the Schools Evaluation Authority at <https://sea.westerncape.gov.za/legislative-framework/>.

Requirements:

Applicants must meet the following criteria to apply:

- (a) Be a South African citizen.
- (b) Not be an unrehabilitated insolvent.
- (c) Not, at any time, have been convicted of—
 - (i) an offence for which he or she was sentenced to imprisonment without the option of a fine.
 - (ii) a sexual offence against a child; or
 - (iii) theft, fraud, forgery, the uttering of a forged document, perjury, any offence in terms of the Prevention and Combating of Corrupt Activities Act, 2004 (Act 12 of 2004), or any offence of which dishonesty is an element, whether in the Republic or elsewhere if the conduct constituting the offence would be an offence in the Republic.
- (d) Possess appropriate knowledge of and experience in education and school management.
- (e) Have excellent report-writing skills.
- (f) Have excellent organisational skills.
- (g) At least an undergraduate qualification (NQF level 7) as recognised by SAQA.
- (h) Have a driver's licence (code 8).

- (i) Have own vehicle (when required).
- (j) Be prepared to travel extensively across the province (out of town).
- (k) Be prepared to evaluate schools in various settings.

Preference will be given to applicants with at least 5 years' appropriate experience as a principal, deputy principal, departmental head and office-based educators at district offices and Head Office.

Remuneration:

Remuneration is determined by the Provincial Minister in terms of section 11E of the Act and could be in the starting range of **R 544 440** per annum.

Important to note:

- The appointment of evaluators is for a term of 2 years.
- The location of the appointment is in Cape Town, South Africa.
- Preferred applicants may be subjected to a competency-based assessment.
- Preferred applicants will be subject to a security clearance, and suitability checks that include qualifications, previous employment and appointments, criminal records and credit verification as well as reference checking.
- The appointment is a statutory appointment in terms of the Act and no relationship of employment will be created. The appointment will be governed by a written agreement between the Chief Evaluator and the successful applicants in terms of regulation 3(4) of the SEA regulations.
- Appointments will be made with sensitivity for the need to promote diversity in the SEA.
- The Chief Evaluator reserves the right not to make an appointment.

Application process:

Applications submitted must include:

- 1) Letter of application.
- 2) Abridged curriculum vitae (maximum 5 pages).
- 3) Two recent (2 Years) contactable references (mobile telephone and email address).

Do not submit any other documents. If you are invited for an interview, it will be requested of you to bring certain documents along.

Applications must be addressed to The Chief Evaluator: Western Cape Schools Evaluation Authority and emailed to the P.A. of the Chief Evaluator, Ms Laverne Lawrence Laverne.Lawrence@seawc.gov.za

The closing date for applications is **22 November 2024 by 16:00.**

If you have not heard about your application by 6 December 2024, consider your application to have been unsuccessful.

Enquiries may be directed to: P.A. of the Chief Evaluator Ms Laverne Lawrence on (021) 483 3328.