



## GROUP MANAGER: LEARNING & DEVELOPMENT

**Status:** Permanent

**Location:** Pretoria/Nelspruit Office

**Grade:** D4

**Reporting Line:** Executive: Human Capital

### Role Mandate

The Group Manager: Learning & Development is responsible for enabling the achievement of SAFCOL's strategic objectives through the effective design, implementation, and governance of capacity building and skills development initiatives for employees and surrounding communities.

The role focuses on expanding forestry-related training offerings, supporting industry transformation, and contributing to poverty alleviation and employment creation. This includes establishing strategic partnerships with industry stakeholders, educational institutions, and research bodies to ensure the availability of relevant and future-fit skills for the forestry sector. The incumbent will ensure full governance, compliance, and quality assurance of all skills development initiatives in line with the National Qualifications Framework (NQF), applicable legislation, and SETA requirements, while leveraging modern training methodologies, technologies, and data-driven approaches.

### Key Accountabilities

#### Strategy, Leadership and Governance

- Develop and implement a Learning, Training and Development (LTD) and Skills Development strategy aligned to SAFCOL's business and Human Capital strategy.
- Translate the Human Capital strategy into an actionable capacity building and skills development plan and oversee its execution.
- Establish and operationalise a SAFCOL Academy of Excellence to professionalise the forestry sector through high-quality training and development.
- Champion a culture of continuous learning and development across all levels of the organisation.
- Provide strategic advisory services to management on learning, skills development, and capacity building initiatives.

#### Skills Development and Transformation

- Lead learning and development initiatives for employees at all levels, including leadership and executive development programmes.
- Drive transformation by prioritising previously disadvantaged groups, including youth, women, and persons with disabilities (PWDs).
- Support government-led skills development initiatives and contribute to building a sustainable forestry talent pipeline for the industry.
- Design and implement training interventions, graduate programmes, learnerships, apprenticeships, internships, and Work Integrated Learning (WIL) programmes.
- Align skills development initiatives with Economically Active Population (EAP) targets and BBBEE requirements.

#### Compliance, Quality Assurance and Reporting

- Develop and implement the SAFCOL Forestry Academy Training Quality Assurance Framework (TQAF) and Training Quality Management System (QMS).
- Ensure all training programmes comply with NQF, SAQA unit standards, and relevant SETA requirements.
- Maintain SAFCOL accreditation with FP&M SETA and facilitate the extension of scope to other SETAs where required.
- Ensure registration and compliance of assessors, moderators, artisans, learners, and interns with relevant authorities and systems.
- Oversee the development and submission of the Workplace Skills Plan (WSP), Annual Training Report (ATR), PIVOTAL Plan, and Quarterly Monitoring Reports (QMR).
- Manage Skills Development Levies (SDL) and claim mandatory and discretionary grants.
- Ensure accurate monthly, quarterly, and annual reporting to SAFCOL management, the Department of Public Enterprises (DPE), SETAs, and other stakeholders.

#### BBBEE and Stakeholder Engagement

- Provide oversight and expert guidance on the Skills Development element of the BBBEE Codes of Good Practice.
- Interpret and ensure compliance with BBBEE-related legislation and reporting requirements.
- Oversee accurate BBBEE reporting on the BEE Toolkit.
- Establish and maintain strategic relationships with SETAs, ETQAs, SAQA, standard-generating bodies, training institutions, and funding agencies (e.g. NSF, UNIDO).
- Collaborate with the Shareholder (DPE), government departments, and transformation units to deliver capacity development programmes for communities.
- Participate in quarterly Skills Development Committee meetings with the Shareholder.

#### People and Financial Management

- Lead, manage, and develop the Learning and Development team, ensuring alignment with organisational objectives.
- Set team objectives, monitor performance, and provide ongoing coaching and feedback.
- Manage budgets, negotiate annual targets, and oversee expenditure for Shareholder Compact and sector-specific programmes.
- Ensure adherence to NOSA and all applicable safety standards.
- Contribute to business unit risk management and ensure closure of internal and external audit findings.

#### Research and Innovation

- Conduct ongoing research and benchmarking on forestry training offerings to position the Forestry Academy as a centre of excellence and future income-generating entity.
- Identify skills gaps and recommend targeted development interventions based on performance and organisational needs.

### Minimum Requirements (Qualification/Experience)

- Postgraduate Degree or equivalent NQF Level 8 qualification in Human Resource Development, Training & Development, or related field
- Registered Assessor and Moderator
- ODETDP will be an added advantage
- NQF Level 9 qualification will be an added advantage
- Management Development Programme (MDP) will be an added advantage
- BBBEE qualification or certification will be an added advantage
- Minimum of 8 years' experience in a Learning & Development or Skills Development environment, with at least 3 years at senior management level
- Proven experience in strategy development, project management, and budgeting
- Strong understanding of the Human Capital Value Chain
- In-depth knowledge of learning methodologies, learning technologies, and e-learning platforms
- Experience working with SETAs, ETQAs, SAQA, and BBBEE legislation
- Valid driver's licence
- Coaching and mentorship experience will be an added advantage

#### Leadership Competencies

- Strategic Thinking
- Developing Others
- Driving Change
- Operational Delivery
- Commercial Insight
- Self-Awareness

#### Behavioural Competencies

- Networking
- Risk Management
- Facilitation
- Stakeholder Management
- Financial Management
- Creativity & Innovation

#### Technical Competencies

- Training Design & Development
- Learning Principles & Blended Approaches
- Assessment, Moderation, Testing & Evaluation
- Skills Development Facilitation
- Governance, Compliance and BBBEE Reporting
- Mentorship & Leadership Development, Mentorship & Coaching

**SAFCOL Group is an equal opportunity company with the focus on gender equality and people with disabilities.  
Employment Equity will be taken into consideration in terms of all appointments within SAFCOL**

By submitting your CV to SAFCOL, you hereby give permission to circulate your information to the interview panel members for this vacancy only. Your information will not be used for any other position/purpose and will be disregarded after an offer has been made.

Interested qualified individuals can e-mail a concise CV with relevant copies of qualifications in confidence to:  
**Ms. Sandra van der Walt, Human Capital Practitioner, [sandrarecruitment@safcol.co.za](mailto:sandrarecruitment@safcol.co.za), contact number 082 079 1092**

**Closing date: 13 February 2026**

If you not have received a response within 30 days of the closing date, please consider your application unsuccessful