

**TSHIAMISO TRUST (Compensation for silicosis and TB)**

# PERMANENT, FULL-TIME EXECUTIVE TEAM VACANCIES



<b>Geographical Location:</b>	<b>Sandton, Johannesburg, South Africa</b>
<b>Employment Type:</b>	<b>Permanent for as long as the Trust is in existence (a 12 year tenure is currently envisioned)</b>
<b>Annual Remuneration Packages:</b>	<b>In accordance with the NPO market in South Africa</b>
<b>Closing Date for Applications:</b>	<b>31 May 2020</b>
<b>Application Process:</b>	<b>Apply via: <a href="mailto:nicole@rewardspecialist.co.za">nicole@rewardspecialist.co.za</a></b>

**Application Conditions:**

**Apply for the relevant executive role only, if you have the essential role holder requirements specified for each of the four roles, below;**

**State the Reference No. and Role Title of the vacancy you are applying for in your email subject line; and**

**Attach no more than a 3 page curriculum vitae and also DO NOT attach any written references or formal education certificates (which will be requested if needed).**

Fully constituted in February 2020, the Trust is the culmination of an historic R5 billion settlement between six (6) South African mining companies and some of their affiliates, representatives of the mineworkers, lawyers and the Legal Resources Centre – who brought the class action on behalf of these mineworkers. The agreement provides for meaningful compensation for eligible gold mineworkers who carried out risk work at the participating gold mines at any time between 12 March 1965 and 10 December 2019 and were exposed to silica dust and have contracted silicosis or tuberculosis, or dependants of such gold mineworkers who have since passed away.

The purpose of the Trust is to make the intentions and terms of the historic silicosis and TB settlement agreement a reality for the people it affects. The Trust will work to ensure that eligible claimants receive the compensation that is due to them, and will seek to leave a positive legacy, in co-operation with mineworkers, the Compensation Commissioner and the mining industry, by improving systems and processes to give mineworkers, or in the case of deceased mineworkers, their dependants, the compensation to which they are entitled.

The Trust Deed also emphasises the importance of co-operating with the Medical Bureau for Occupational Diseases (MBOD), and the Compensation Commissioner for Occupational Diseases (CCOD), which administer the state compensation system, and the National Institute of Occupational Health (NIOH). A crucial avenue of work is the development of an (IT) claims management information technology system and which work is already underway.

The Trust is now ready to commence the recruitment, selection and appointment of the four (4) full-time, permanent top executive team member roles below, who will be committed to fulfill the purpose of the Trust:

**TE001: CEO – Chief Executive Officer (Paterson Grade E4)**

Reporting directly to the Board of Trustees, as CEO of the Trust you will be responsible for developing, leading and directing the development and implementation of the Trust's fulfilment of its mandate in terms of the settlement agreement, including its vision, long and short-term strategic direction, policy implementation, debt collection from Trust founders, key stakeholder relationships, corporate governance and risk, financial oversight, Trust performance and for leading and directing the executive and management team in all Trust operations and functions across a wide range of private, public and civil society organisations and SADC countries.

**Essential Role Holder Specifications**

- Post graduate degree in insurance, audit, accounting, finance, law, actuarial science, health science or business studies;
- Proven success in developing, maintaining, enhancing and managing a broad range of external stakeholder relationships;
- Minimum of ten year's proven strong strategic and operations senior management or executive working experience in a specific medical/ health care programme organisation (experience in the assessment and award of health-related benefits would be an advantage);
- Strong, analytical, critical thinking, problem solving and decision-making skills;
- Strong influencing written and verbal interpersonal and communication skills;
- An accomplished influencer and recognised leader with experience in the short- and long-term disability employee benefits space in either the non-profit, public and/or private sectors;
- Diplomatic, energetic, collaborative, influential and charismatic leader; and
- Ability to build a public profile and be an excellent communicator.

**TE002: Finance and Corporate Services Director (Paterson Grade E2)**

**Essential Role Holder Specifications**

- A CA (Chartered Accountant) qualification and membership and certification of the relevant professional body in South Africa;
- Minimum of 5 years' experience in a senior management level in a Corporate Services environment;
- Proven track record as a divisional or departmental management head;
- Experience in financial services, especially employee benefits or retirement fund benefits administration;
- Knowledge and applicability of Financial Accounting Standards, Finance and Tax Legislation and the Companies Act, Access to Information and POPI (Protection of Personal Information) Acts and King III and IV;
- Strong, analytical, critical thinking, problem solving and decision-making skills; and
- Effective negotiation, written and verbal interpersonal and communication skills.

**TE003: Medical Director/Advisor**  
(Paterson Grade E2)

Reporting directly to the CEO, as the Senior Medical Director/Advisor you will be responsible for influencing, advising and implementing short and long-term Trust strategy for claimant medical assessments, authentications and Trust health risk operations' functions.

A critical function of this role is the management of the Trust's internal and external health related risks function. Other responsibilities include all departmental processes for the review and assessment of all claimant medical records, communications with accredited outsourced health care professionals in order to shape, facilitate, develop, constantly improve and standardise competence, regulations, authentications, quality and access control of the Trust' claimant medical records and benefits determinations and also provide support to the dispute review process.

**Essential Role Holder Specifications**

- MBChB or equivalent; and
- Postgraduate qualification in management and/or branches of medical specialties such as public health, occupational health or internal medicine; or
- Professionally Qualified Nurse with a 4-year Nursing Degree, with post graduate qualifications in public or occupational health specialties and with extensive experience in occupational or public health and/or claims management;
- Minimum of 5 Years' in a managerial or executive role;
- Minimum of 5 years' medical experience in short- and long-term health disability claims information;
- Minimum of 5 Years' occupational health assessment experience;
- Knowledge of the Access to information and POPI (Protection of Personal Information) Acts;
- Strong research, analytical, critical thinking, problem solving and decision-making skills;
- Computer literacy in data and information management; and
- Strong tracking, reporting and presentation skills.

**TE004: Claims Operations Director**  
(Paterson Grade E2)

Reporting directly to the CEO, as the Claims Operations Director you will be responsible for influencing, shaping and implementing short and long-term Trust strategy for the Trust's high volume, short and long-term disability claims processing operations function in order to ensure the proper and timely disposition of claims in accordance with the Trust's short and long-term objectives, performance plans and coverage amounts.

A critical function of this role is the timeous management and accuracy of the claims processing operations function. Other responsibilities include directing and overseeing that all field and outreach work is properly managed, resourced, assessed, directed and processed within the organisation, tracing of claimants, quantum of claims lodged, administration, locating and rotating of Trust sites, processing of documentation, accuracy, filing and archiving, key stakeholder relationships and communications, coordination, authenticity of claimants and documentation, correspondence, governance, risk, approvals and finalising, payments and quality control processes and operations.

*There is also a requirement in this role for domestic and international road and air travel, subject to Covid 19 restrictions.*

**Essential Role Holder Specifications**

- Bachelor's degree in business, organisational management or equivalent; and a post graduate qualification in business administration or project management;
- English and the possibility of being able to communicate with claimants in Afrikaans, Portuguese, Sesotho or isiXhosa;
- Minimum of 5 years' experience processing and finalising short and long-term health disability claims;
- 5 Years' proven management or supervisory experience in managing or supervising a claims team;
- Proven strong coordinating and organisational management ability and experience required, preferably in a high short and long-term high volume health claims environment;
- Demonstrated history of proactive health claims management;
- Knowledge and skills in the administration of short-and long-term disability claims processing systems;
- Knowledge of the Access to Information and POPI (Protection of Personal Information) and Cooperating Partners' Acts;
- Computer literacy in data and information management;
- Project management and which includes strong co-ordination and organisational skills; and
- Strong tracking and rigorous report writing and presentation skills.