

## JOB ADVERTISEMENT

### Head of SAICA Academy

|                      |                               |
|----------------------|-------------------------------|
| <b>JOB TITLE</b>     | Head of SAICA Academy         |
| <b>JOB GRADE</b>     | E1                            |
| <b>DEPARTMENT</b>    | Capabilities and Endorsements |
| <b>LOCATION</b>      | Johannesburg                  |
| <b>CONTRACT TYPE</b> | Permanent                     |

Are you determined to go further as a Difference Maker? SAICA has a perfect opportunity to take you further on your journey of being a Difference Maker.

SAICA has embarked on an exciting transformation to become an insights-driven, technology-enabled, and AI-powered organisation. As part of our journey, we are streamlining processes, enhancing our digital capabilities, and strengthening our focus on sustainability in the accounting profession. This transformation presents an opportunity for you to grow and contribute to SAICA's vision in a redefined, future-fit role. We are looking for passionate, skilled professionals who are eager to innovate, embrace data-driven decision-making, and help shape the future of the profession.

If you are ready to be part of this next chapter, make a meaningful impact, and you are a suitably qualified and experienced Difference Maker wanting to go further on this exciting journey, you are encouraged to apply.

#### Purpose of the job

The Head of SAICA Academy's role combines strategic vision, entrepreneurial leadership, and operational excellence to establish the SAICA Academy as a leading and commercially viable platform for professional education, innovation, and sustainability. The Head of SAICA Academy positions the SAICA Academy as the "Go To" channel for member development across a number of competencies, leveraging SAICA's trusted brand and reputation to evolve and extend the development offering. This portfolio supports pre-qualification and post-qualification training.

To lead the SAICA Academy by managing and advancing its strategic focus areas: Pre-Qualification (Pre-Qual), Post-Qualification (Post-Qual), Sustainability and Reporting, and Commercial Development. The role includes identifying and establishing new revenue streams to position the Academy as a commercially viable offering while delivering innovative programs that enhance professional competence, ethical standards, and future-readiness of SAICA members and trainees.

The role is designed to operate with a strong commercial mindset, balancing educational quality with revenue generation opportunities.



## Key/main outputs

### Output 1: Strategic Leadership and Planning

- Develop and implement a comprehensive strategy for the SAICA Academy, ensuring alignment with SAICA's mission and global trends
- Drive innovation across the Academy's focus areas to future-proof offerings and ensure relevance
- Identify growth opportunities, including partnerships and new market segments, to enhance the Academy's impact and value proposition
- Implement a customer-centric approach by creating learning pathways that are accessible and tailored to different segments, supporting SAICA's goal of providing a seamless experience for members.

### Output 2: Revenue Generation and Commercial Viability

- Establish partnerships with educational institutions, corporates, and digital learning platforms to broaden SAICA's reach and generate new revenue streams, especially for underrepresented segments
- Identify and establish new revenue streams to ensure the Academy becomes a sustainable and commercially viable entity
- Develop and manage fee-based programs, workshops, and certification offerings aligned with market demand
- Introduce Talent Exchange and Connection platforms and services that extend beyond training and development (e.g. talent sourcing, coaching)
- Collaborate with SAICA's commercial and financial teams to structure competitive pricing models
- Leverage partnerships to co-create programs that generate additional revenue.

### Output 3: Program Development and Management

- Oversee the design and delivery of leading-edge learning resources for pre-qualification and post-qualification stages, ensuring they meet SAICA's high standards for technical accuracy and relevance to current industry practices, while constantly adding emerging trends in the industry
- Apply learning theory to drive accessibility, applicability and learning recall on development programmes
- Develop AI-powered tools for mapping member competencies to emerging industry requirements, offering personalised development pathways that ensure SAICA members remain competitive
- Lead the continuous improvement of the Academy's eLearning platform, incorporating data-driven insights and digital innovations to create a seamless, engaging online learning experience
- Working with the Standards division, regularly review and align learning materials with emerging trends and standards in the accounting profession, ensuring SAICA's offerings are future-focused and responsive to member needs

- Introduce talent development programs that embed sustainability principles, aligning SAICA's talent solutions with the profession's growing emphasis on responsible business practices

#### **Output 4: Stakeholder Engagement and Representation**

- Build strategic partnerships with academic institutions, industry leaders, and regulators to enhance the Academy's offerings and revenue potential
- Represent the Academy in public forums, conferences, and professional networks to elevate its profile
- Engage with stakeholders to ensure program relevance and alignment with their needs
- Implement AI-driven tools to enhance communication with stakeholders. These tools can help in drafting personalised messages, scheduling meetings, and even predicting stakeholder responses based on historical data
- Manages stakeholder relationships and prepares reports and responses provides in respect of support into the requirements of regulatory and standard setting bodies, including the necessary development and research to ensure these standards are maintained. This includes the:
  - IRBA,
  - SAQA,
  - CHE, and the
  - QCTO

#### **Output 5: Team Leadership and Development**

- Recruit, mentor, and retain top talent
- Provide training and development opportunities across SAICA.
- Foster collaboration and a growth-oriented mindset within teams
- Cultivate a high-performing and motivated team
- Drive continuous skill development and capability building
- Foster a culture of innovation and excellence within the Capabilities and Endorsements function

#### **Output 6: Embrace and drive organisational transformation**

- Actively contribute to cost containment efforts by identifying opportunities for operational efficiencies, optimising resources, and ensuring value-driven decision-making in daily activities.
- Support SAICA's transformation into an insights-driven organisation by leveraging data and analytics to enhance decision-making, improve processes, and drive continuous improvement in your area of work
- Effectively utilise digital tools and technology to enhance productivity, streamline workflows, and improve service delivery. Stay informed about new and emerging technologies relevant to your role
- Adopt and embrace AI-driven tools and automation to enhance efficiency, accuracy, and effectiveness in job-related tasks, while continuously seeking opportunities to improve processes through innovative technology solutions

- Identify and support SAICA’s management of risks related to sustainability, including environmental risks, regulatory changes and social risks and integrating them into business continuity and risk management plans

### Qualifications and Experience

|   |   |
|---|---|
| <b>Formal Education</b>                   | <ul style="list-style-type: none"> <li>• Minimum: Bachelor’s Degree in Accounting, Education, Business Administration, or a related field.</li> <li>• Preferred: Master’s Degree in Accounting, Education Management, Business, or a related discipline.</li> </ul>   |
| <b>Technical/<br/>Legal Certification</b> | <ul style="list-style-type: none"> <li>• CA(SA) or equivalent professional designation (preferred but not required).</li> <li>• Additional certification in education or training development (advantageous).</li> </ul>  |
| <b>Experience</b>                         | <ul style="list-style-type: none"> <li>• 8–10 years in education program development, training management, or accreditation within a professional body.</li> <li>• 3 - 5 years in a senior management role.</li> <li>• Demonstrated leadership in managing pre-qualification education programs.</li> <li>• Strong understanding of compliance and regulatory frameworks for professional education</li> <li>• Knowledge and understanding of:             <ul style="list-style-type: none"> <li>○ SA Higher education landscape, including SAQA and other relevant bodies</li> <li>○ International accountancy education landscape</li> <li>○ International accounting education standards</li> <li>○ Development of professional competence including assessments</li> <li>○ SAICA’s qualifications processes (for all three designations)</li> <li>○ Strategy development and implementation</li> </ul> </li> <li>• Knowledge and understanding of:             <ul style="list-style-type: none"> <li>○ MS Office incl. Word, Excel, PowerPoint</li> <li>○ MS Outlook</li> <li>○ Project management</li> <li>○ Client relationship management</li> <li>○ Marketing skills</li> </ul> </li> </ul> |

### Knowledge and Skills

- Learning and Development: Deep understanding of pre-qualification accounting and education standards. Familiarity with accreditation, ethics, and training frameworks

- Industry Trends: Awareness of emerging trends, including sustainability and digital transformation in accounting
- Insights and Analytics: Insights and analytics for continuous learning and development program improvement.
- Business Acumen: In-depth knowledge and understanding of the principles of business, the application thereof, the opportunities within business and the seizure of such opportunities.
- Performance and Talent management: In-depth understanding performance and talent management policies and procedures.
- HR policy and procedures: Understanding HR policies and procedures to support people management processes.
- Information Technology: Understanding of ICT prescribed practices and legislative requirements for data security and information management. Leverage relevant data for insights and decision making.
- Governance and Compliance: Expertise in governance and compliance related matters
- Strategic Thinking: The ability to apply conceptual frameworks and organisation wide thinking to drive functional excellence.
- Analytical: The ability to analyse situations and to arrive at the best possible solution. Analytical and data-driven decision-making abilities

### Location of the job

This job is located at the SAICA Offices in Johannesburg.

---

**Detailed CV to be sent to** : Recruitment2@saica.co.za

**Closing date** : 19 June 2026

No late applications will be accepted. Only shortlisted candidates will be contacted. Should you have not heard from us within two weeks after closing date, kindly consider your application unsuccessful.

- Kindly note the referral process below should you have a candidate to refer for this position.

**Referral Process:**

Please note the referral process applies to external referrals and it is for permanent vacancies.

- Email the CV of the referred candidate before the closing date to the relevant Human Capital Business Partner, and please clearly state the position you are referring them for.
- Please do not distribute the above to external candidates, this email is for internal use only, external candidates who are referred should apply via our external platform (Careers24)
- Please ensure that the candidate you are referring meets the minimum requirements stated on the job specification, before submitting the application.
- Please be advised that due to the number of referrals we receive we are unable to get back to each individual employee for feedback on their referred candidate.
- Should two or more employees refer the same candidate, only the first referrer will receive the incentive award.
- There will be no incentive paid for referring a candidate who has already applied for the role.
- There will be no incentive paid for referring a candidate who has worked or currently working for SAICA
- The incentive (R5000) will be paid out one month after the candidate's appointment date.
- The incentive award will be subject to tax.

NB: HC will respond directly to the referral candidates should they be shortlisted for interviews, due to the manual nature of this process, should the referred candidate not receive communication within two weeks please they must consider their application as unsuccessful, no further communication will be sent to them from HC.