

**Job Title:** General Manager

**Organization:** Johannesburg SPCA (Society for the Prevention of Cruelty to Animals)

**Location:** Johannesburg, Reuven

**Employment Type:** Full-Time

### **About the Role**

The Johannesburg SPCA (JSPCA) is seeking a dedicated, dynamic, and compassionate **General Manager** to lead and oversee all aspects of the organization's operations. This role is responsible for ensuring the effective management of resources, staff, and outreach programs while upholding the SPCA's mission to prevent cruelty to animals and promote animal welfare. The successful candidate will provide strong leadership, ensure compliance with animal welfare legislation, and drive community engagement and fundraising initiatives.

### **Key Responsibilities**

#### **Operational Leadership**

- Oversee and manage all day-to-day operations of the JSPCA.
- Develop and implement operational strategies aligned with the organization's mission and goals.
- Ensure all internal policies and procedures are implemented, followed, and regularly reviewed.

#### **Financial Management**

- Develop and manage organisational budgets.
- Oversee financial planning, reporting, and accountability.
- Ensure responsible financial management and sustainability of the organisation.

#### **Staff Management**

- Lead, supervise, and support staff across all departments.
- Foster a positive, ethical, and collaborative working environment.
- Oversee recruitment, training, performance management, and staff development.

#### **Animal Welfare and Compliance**

- Ensure enforcement of relevant animal welfare legislation.
- Work closely with inspectors and relevant authorities to address cases of animal cruelty and neglect.
- Maintain high standards of animal care and welfare within the organisation.

#### **Stakeholder and Sector Relations**

- Liaise and maintain strong working relationships with the JSPCA board, the NSPCA and other relevant stakeholders.
- Represent the organisation at meetings, forums, and public events.

#### **Fundraising and Outreach**

- Support fundraising initiatives to ensure financial sustainability.
- Develop and maintain partnerships with donors, sponsors, and community organisations.
- Oversee and participate in outreach and educational programs within the community.

### **Marketing and Public Relations**

- Supervise marketing and public relations functions.
- Ensure effective communication of the SPCA's mission, activities, and impact to the public.
- Support campaigns that promote responsible pet ownership and animal welfare awareness.
- Ensure the JHB SPCA is visible on relevant social media platforms

### **Minimum Requirements**

- Proven experience in organizational leadership or senior management ( min 5 years' experience).
- Strong financial management and budgeting experience.
- Demonstrated ability to lead and manage teams effectively.
- Experience in fundraising, stakeholder engagement, or community outreach.
- Knowledge of animal welfare legislation and regulatory frameworks (or willingness to develop expertise in NSPCA-mandated training programme).
- Excellent communication, leadership, and organizational skills.
- High levels of integrity, compassion, and commitment to animal welfare.
- Decision-making under pressure
- Governance and board engagement

### **Preferred Qualifications**

- Relevant qualification / experience in management, business administration, animal welfare, nonprofit management, or a related field.
- Experience working in the nonprofit sector.
- Experience managing fundraising, public relations, or advocacy initiatives.
- Understanding of shelter operations, adoption programmes, and community outreach
- Ability to oversee veterinary and welfare teams

### **How to Apply**

Interested candidates should submit a **CV and a cover letter** outlining their relevant experience and motivation for applying to:

[pr@jhbspca.co.za](mailto:pr@jhbspca.co.za) and [director1@jhbspca.co.za](mailto:director1@jhbspca.co.za)

**Closing Date:** April 10, 2026

The JSPCA is an equal opportunity employer committed to protecting and promoting the welfare of animals and serving the community with compassion and professionalism.