



Job Profile: ED/SED Manager

Position: ED/SED Manager

Reports to: General Manager

Location: Johannesburg/Komani (Queenstown)/Sterkstroom/Molteno

Employment Type: Permanent

1. Role Purpose

The role supports the Dorper Wind Farm (DWF) Team in developing and implementing social and economic development initiatives for Molteno and Sterkstroom communities in accordance with project requirements under the REIPPP i.e., ED and SED. Responsibilities include planning, coordinating, and evaluating community projects focused on seniors, disabilities, early childhood, families, youth, health, education, safety, and volunteering. Key duties involve community development strategies, events management, fostering local participation, collaborating with key agencies, and reporting to DWF management, shareholders and the Independent Power Producer Office. The role also includes maintaining communication with residents and non-government organizations and management of the community liaison offices in Molteno and Sterkstroom. The position aims to build sustainable partnerships and enhance community engagement while aligning with DWF's social initiatives, objectives and obligations.

2. Key Responsibilities


A. Community Development & Engagement

- Develop, implement, and manage ED and SED programs aligned with REIPPP requirements.
- Foster local participation and strengthen community networks.
- Support and manage community liaison offices in Molteno and Sterkstroom.

Directors – W.L. Callcott-Stevens · H. Muraoka * · G.F. James · W. Visser · K. Ngoasheng · S. Nakamura * ·
G. Moseneke · S. Capriello · J.L. Foster (*Japanese)

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Dorper Wind Farm (RF) Proprietary Limited
Registration Number 2009/022085/07
VAT Registration Number 4010261818



B. Project Planning, Coordination & Execution

- In collaboration stakeholders, identify community needs and develop action plans.
- Plan, coordinate, and evaluate initiatives across education, health, safety, and social welfare
- Manage stakeholders to ensure the successful execution of the identified projects

C. Stakeholder & Partnership Management

- Collaborate with government agencies, NGOs, and community groups.
- Maintain effective communication with residents and stakeholders.
- Report progress to DWF management, shareholders, and the IPP Office.

D. Compliance & Reporting

- Ensure all initiatives align with REIPPP obligations.
- Prepare monthly and quarterly reports, policy recommendations, and impact assessments.

E. Events & Program Execution

- Organize and manage community events and outreach programs.
- Ensure program sustainability and community impact.

3. Key Competencies & Skills


- Strong community development and stakeholder engagement abilities.
- Excellent project planning, coordination, and evaluation skills.
- Strong verbal and written communication skills.
- Ability to manage multiple initiatives and meet deadlines.
- Problem-solving and conflict resolution skills.
- Financial and administrative acumen for program budgeting and reporting.


4. Qualifications & Experience

- Bachelor's degree in Social Development, Community Development, Public Administration, or a related field.

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- 8+ years of experience years in community engagement, social development, or similar roles.
- Experience in working with government agencies, NGOs, and local communities.
- Knowledge of REIPPP social and economic development requirements.
- Experience in managing stakeholder relations and reporting to investors/regulators.

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