



BUSINESSBOTSWANA

EXTERNAL VACANCY ADVERT

Business Botswana is looking to recruit a qualified, experienced and result oriented professional to drive delivery of Business Botswana's strategy in order to achieve the mandate.

Position:

DIRECTOR-POLICY ADVOCACY

Reporting to: **Chief Executive Officer**

Job purpose:

Ensure the efficient implementation of the business agenda of Business Botswana in advocating and lobbying on membership business interest to influence policies and programmes for a conducive business environment for the growth and development of large and small businesses.

Responsibilities:

- Develop a Business Agenda of Business Botswana for the articulation of Business Botswana's position in influencing policies for enterprise growth and development
- Coordinate research/surveys for evidence based advocacy on policy positions of Business Botswana.
- Develop Position Papers on economic, trade, labour and social issues that impact on business
- Conduct Annual Business environment surveys to determine the impact of the environment on enterprise development and growth.
- Establish and Manage a knowledge documentation centre and publish positions and achievements of Business Botswana
- Representation and Liaison for Govt Committees
- Inform Management and Council on matters of trade and Commerce, labour and social affairs and the economic environment and Provide clarity and direction to Business Botswana and its members in respect of such issues.
- Represent Business Botswana on a range of both local and countrywide consultative meetings and working groups relating to Industrial Relations and social policy issues, trade and commerce and economic policy issues.
- Convene Business Sector Meetings, give feedback on the outcome and incorporate outcome into sector agenda for consideration by management and Council.
- Work in partnership with lead agencies to develop new and where appropriate revise existing social policies and supporting procedures and ensure they are implemented
- Develop partnerships with various stakeholders working with the Government Committee, strategic partners, board members and other national committees
- Plan recommend and implement programmes and activities which will promote the growth of Business Botswana

Competencies

- Good analytical and deductive skills;
- Good negotiating skills
- Strong communication and presentation skills;
- Stakeholder management;
- Result-orientation;
- Ability to manage complex projects and multi-tasking;
- Excellent organizational skills; and
- Good investment analytical skills

Educational Qualification:

A master's degree in Economics, Business Administration or related fields. Minimum of 10 years relevant post qualification experience, 5 of which should be at senior management level in a reputable organisation. Understanding of trade and or labour economics will be an added advantage.

Applications:

Candidates who meet the above requirements should send their applications to:

Chief Executive Officer

Business Botswana

P O BOX 432

Gaborone

Email: recruitment@bb.org.bw

CLOSING DATE: 26TH MAY 2023

Only shortlisted candidates will be contacted. Applicants who do not receive any response within 1 week from closing date should consider their applications unsuccessful.

