

Join the SSPCA Management Committee and Make a Difference!

Seeking passionate Leaders for Key Roles: Technology & Data Lead, Animal Husbandry Lead and Secretary

Bring your expertise to the Sandton SPCA and make a real impact on animal welfare and our community!

We're looking for dedicated professionals to fill three key pro-bono roles on our Management Committee: Technology & Data Lead, Animal Husbandry Lead and Secretary.

If you're committed to using your skills for a worthy cause, we want to hear from you.

About the Sandton SPCA

At the Sandton SPCA, we care for 150-200 shelter animals at any given time.

Our dedicated team works tirelessly to prevent cruelty and promote the welfare of animals, providing a safe haven for those in need.

Our Management Committee plays a crucial role in guiding us strategically and ensure that we continue to grow and serve our community.

Technology & Data Lead (Pro-bono)

Are you passionate about leveraging technology for a cause?

Join us as the Technology & Data Lead, where you'll oversee technological and data initiatives.

In this role, you will:

- Chair the Technology Sub-Committee and drive strategic decisions regarding technology solutions that support SSPCA's operations.
- Ensure data security, compliance with data protection regulations, and the integration of innovative technologies.
- Manage and analyze data to support decision-making and operational efficiency.
- Oversee the implementation and use of platforms like Salesforce, SharePoint and our website, ensuring they meet our organisational needs.

This role is perfect for someone with strong skills in technology management, data analysis, cybersecurity and innovation, who is keen to contribute their expertise to a worthy cause.

Animal Husbandry Lead (Pro-bono)

Help us maintain the highest standards of care as the Animal Husbandry Lead!

As the Animal Husbandry Lead, you will:

- Guide and support our Kennel and Clinic Managers on housing, nutritional management and disease & injury protocols.
- Oversee the review of Standard Operating Practices, with a focus on biosecurity and animal handling.
- Assist in crisis management planning and developing partnerships with veterinary professionals.
- Monitor trends in admissions, treatments and adoptions to ensure our resources are optimised for the best possible outcomes for the animals in our care.

Ideal candidates for this role would have experience in veterinary care, animal welfare management, or as a qualified Veterinarian or Veterinary Practice Assistant.

Secretary and Legal Lead (Pro-bono)

Use your legal expertise to help animals in need as our Secretary and Legal Lead!

We are seeking a Secretary to manage essential administrative and legal tasks, ensuring the smooth and compliant operation of the SSPCA and support the law enforcement tasks of the SSPCA. This role is crucial for maintaining our organisational structure and supporting the work of the committee and the SSPCA's inspectorate.

In this role, you will:

- Handle official correspondence with the National SPCA Office and other key stakeholders.
- Assist the SSPCA's inspectorate in their law enforcement role including legal follow-ups, and ensuring ongoing communication with prosecutors and police.
- Prepare, review and implement SSPCA policies and meeting minutes.

- Ensure compliance with legal and regulatory requirements, including adherence to the SPCA Act.
- Organise the Annual General Meeting (AGM) and other important committee meetings.
- Manage membership and committee records, overseeing the organisational calendar.
- Coordinate with our external legal counsel where required.

This position is ideal for a lawyer with strong administrative skills, attention to detail and regulatory knowledge. Company secretarial experience is preferred. The role offers a meaningful opportunity for someone eager to contribute their expertise to a valuable cause.

Time Commitment

For these roles, the time commitment is approximately 4 hours per week to review and guide current practices, along with attending monthly committee meetings (after hours) and portfolio meetings during and after working hours (2-3 hours). Initially, as you settle into these roles, it may require more time.

Why Join Us?

- Be part of a passionate team that is committed to the welfare of animals.
- Use your professional skills to make a real difference.
- Help guide the future of our organisation and ensure our operations are efficient, innovative and compassionate.

Interested?

If you're ready to make an impact in one of these roles, contact Nick Smith, our Chairperson at chair@sandtonspca.org.za

Please note that these are non-paying positions, but the personal rewards are immeasurable.

Help us make a difference in the lives of animals. We can't wait to welcome you to the SSPCA family!