



## **KwaZulu-Natal Showjumping**

### **VACANCY: SECRETARIAL POSITION**

The KZNSJ committee is seeking to appoint a SECRETARY. This will be a paid position with flexible working hours, expected to be no more than 2 – 2 ½ full days per week on average. Hours would need to be highly flexible and include some evening work for meetings as well as weekend work for shows as and when required.

Good experience within the Equestrian field is essential, for a self-motivated individual that is skilled with balancing the day-to-day administrative activities with the Secretarial needs of the KZNSJ Council. This is a key support role to the Provincial President of SJ and the committee.

Interested applicants will receive a fuller profile description of the Secretarial portfolio (roles & responsibilities).

***Applications close on the 10 October 2021 and can be sent to [shellymcom@icloud.com](mailto:shellymcom@icloud.com)***

***Please include a brief CV and details of your relevant skills and experience, as well as some insight into what you believe you could bring to this role***