



ALUMNI RELATIONS MANAGER

(Payclass 10)

Alumni Relations & Careers Services

GRADUATE SCHOOL OF BUSINESS

The UCT Graduate School of Business (UCT GSB), is home to full EQUIS accreditation from the European Foundation for Management Development (Europe), AMBA accreditation from the Association of MBAs (UK), and AACSB accreditation from the Association to Advance Collegiate Schools of Business (USA).

The UCT GSB is committed to making business better. With our roots in Africa, our focus is on emerging markets business and our teaching and research are geared towards driving development and understanding in this context, which is characterized by high degrees of uncertainty, complexity, and inequality.

Situated within our Alumni Relations & Career Services Department and reporting to the HOD: Alumni Relations & Careers Service, we seek to appoint a suitably qualified person to the position of Alumni Relations Manager. This role will manage one direct report.

The incumbent will be accountable for the planning and implementing of alumni events that strategically engage alumni and students and so strengthen the relationship with the GSB. The engagement should directly benefit alumni and students and the rest of the GSB community. Continuously and professionally manage relationships with GSB alumni and students. Collaborate closely with the GSB community to ensure appropriate alumni engagement, as required. Create and maintain pathways for alumni advancement by implementing distinctive alumni engagement actions, which further the aims of alumni, students, and the broader UCT GSB community.

For detailed information on this post, please view the job description on the following link: ([view](#))

To view and apply for this position, please visit the UCT Jobs site [View](#) (For Internal Applicants) and [View](#) (For external Applicants) to create a profile and to submit your application.

Closing date: 11 November 2024

Reference:

ID 737

UCT is a designated employer and is committed to the pursuit of excellence, diversity and redress in achieving its equity targets in accordance with the Employment Equity Plan of the University and its Employment Equity goals and targets. Preference will be given to candidates from the under-represented designated groups. Our Employment Equity Policy is available at www.hr.uct.ac.za/hr/policies/employ_equity

UCT reserves the right not to appoint.