



www.nhc.org.za
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2nd Floor Building 3, Summit Place Business Park
221 Garsfontein Road, Menlyn Pretoria

MANAGER: MARKETING, PR & COMMUNICATIONS

Ref no: MMPRCOM/05/2026

PRETORIA

NATIONAL HERITAGE COUNCIL (NHC) of South Africa through the NHC Act, 1999 (Act of 1999), is responsible for the preservation, protection and promotion of heritage for sustainable development.

Manager: Marketing, PR & Communication – Corporate Services


About the job:

To lead and manage integrated marketing, public relations, media, and communications functions that strengthen the National Heritage Council's brand, visibility, advocacy impact, and stakeholder confidence, ensuring coherent messaging aligned to strategic priorities, governance standards, and public accountability.

This is a **Permanent** position, based at **Menlyn, Pretoria**.

• Key responsibilities:

- **Strategic Communication Planning:** Develop and implement integrated marketing, PR, and communication strategies aligned to organisational objectives.
- **Brand Management:** Manage and protect the NHC brand, ensuring consistent application across platforms and materials.
- **Media and Public Relations:** Lead media engagement, press relations, messaging, and reputation management.
- **Content Development and Campaigns:** Oversee development of publications, campaigns, digital content, and promotional materials.

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- **Stakeholder Communication Support:** Support stakeholder engagement through targeted communication strategies.
 - **Issues and Crisis Communication:** Anticipate, manage, and respond to reputational risks and communication crises.
 - **Reporting and Governance:** Produce communication performance reports and ensure compliance with governance requirements.
 - **Other Responsibilities:**
 - Ensure adherence to the Promotion of Access to Information Act and other relevant legislation and guidelines.
 - Adhere to quality standards in all areas of the job.
 - Present a positive image of the Council in all aspects of the job and maintain high levels of integrity.
 - **Continuous improvement:**
 - Participate in continuous improvement of self and role outputs/services.
 - Continuously learn and keep up to date with new developments and changes within own role, the department, organisation and industry.
 - Actively share the workload and responsibilities of the team when required, working collaboratively and supporting team members.
 - Maintain ownership for own work, performance management and development.
 - Maintain optimum quality of work outputs.
 - Maintain open and honest communication.
 - Efficiently utilise the NHC resources.
 - Adherence to NHC policies and procedures.
 - **Qualifications, skills and experience:**
 - Bachelor's Degree (NQF Level 7) in Marketing, Communications, Public Relations, Journalism, Media Studies, Strategic Communication or a related field of study
 - At least 5 years' experience in marketing, communications, or public relations roles in public sector, statutory body, cultural, or development environments
 - At least 3 years' experience at a supervisory or managerial level
 - Valid Driver's License
 - Strategic planning skills
 - Media relations skills
 - Content development skills
 - Writing and editing skills
 - Stakeholder communication skills
 - Performance reporting skills

Closing date: 15 June 2026

PLEASE NOTE THAT FEEDBACK WILL BE GIVEN TO SHORTLISTED CANDIDATES ONLY.

Applicants are required to clearly indicate the relevant reference number, as stated at the top of this advertisement, on their application. Failure to quote the correct reference number may result in the application not being considered.

Please email your cv at r.managermarkprcomm@nhc.org.za

The NHC is an equal opportunity employer. As such, it is committed to the employment Equity Act and will through the filling of this vacancy, give preference to candidates from designated groups in terms of the Employment Equity Act. By applying for this position at the NHC, the applicant understands, and agrees that the NHC may solicit a credit and criminal report from registered credit bureau and/or South African Police Services (in relation to positions that requires trust and honesty and/or entail the handling of cash or finances) and may also verify the applicant's educational qualification and employment history. The NHC reserves the right to remove the advertisement at any time before the stated closing date, and it further reserves the right not to appoint if a suitable candidate is not identified.

People with disabilities are encouraged to apply.

