



www.nhc.org.za
Tel: 012 748 3910
2nd Floor Building 3, Summit Place Business Park
221 Garsfontein Road, Menlyn Pretoria

SENIOR RESEARCHER

Ref no: SR/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.

Senior Researcher - Heritage Management

About the job:

The Senior Researcher leads and delivers high-quality heritage research and knowledge production initiatives, providing intellectual leadership, methodological rigour, and quality assurance to ensure that outputs inform policy development, programmes, publications, and statutory reporting in support of the National Heritage Council's mandate.

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

• Key responsibilities:

- **Research Leadership:** provide intellectual leadership in the design and execution of heritage research projects
- **Advanced Research and Analysis:** conduct complex qualitative and quantitative research and produce high-quality outputs
- **Quality Assurance and Peer Review:** review and quality-assure research outputs to ensure methodological rigour and accuracy
- **Knowledge Production and Dissemination:** produce research reports, policy briefs, publications, and knowledge products
- **Research Ethics and Compliance:** ensure ethical conduct, community consent, and legal compliance in research activities

- **Mentorship and Capacity Building:** mentor researchers and research assistants; support skills development
- **Stakeholder and Institutional Engagement:** engage with academics, heritage bodies, communities, and research partners
- **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:**
 - Honours Degree (NQF Level 8) in Heritage Studies, History, Anthropology, Archaeology, Cultural Studies, Social Sciences, or a related discipline.
 - Master's degree in Heritage Studies, History, Anthropology, Archaeology, Cultural Studies, Social Sciences, or a related discipline will be an added advantage.
 - 5 years' experience in applied, heritage, or academic research environments. Demonstrated experience in research design, data collection, analysis, and report writing
 - Valid Driver's License
 - Advanced research design and analysis skills
 - Academic and policy writing skills
 - Peer review and quality assurance skills
 - Knowledge synthesis skills
 - Mentorship and supervision skills
 - Stakeholder engagement skills
 - Research methodology skills
 - Statistical (software) 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.senioresearcher@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.

