



VISION

Shape and own the future

To be a transforming, equitable, sustainable, and academically excellent University of Technology anchored in its communities.

MISSION

To offer technological, career-directed educational programmes focussing on the innovative problem-solving research and engage with government, business, industries and communities as end-users.

SPORT AND RECREATION UNIT

MASS PARTICIPATION COORDINATOR – Ref: AD75 Fixed Term Contract : 10 Months

Key Performance Areas:

- Plan and coordinate mass participation events (runs, walks, festivals, leagues, etc.)
- Develop schedules, routes, and activity programs.
- Manage event logistics, timelines, and operations.
- Promote inclusive, accessible participation for all students.
- Develop participant information packs and event communications.
- Attend meetings and submit monthly administrative documents (attendance register, reports, entries, injury logs).
- Ensure safety, proper conduct, and discipline during events.
- Ensure athlete welfare, including academic-sport balance.
- Ensure compliance with university and sport federation regulations.
- Uphold professional conduct, fair play, and ethical standards.
- Work with coaches in organizing mass participation programmes on campus.

Minimum Requirements:

- Grade 12
- Sport Management / Sport Science qualification
- First Aid Certificate
- 3 years relevant working experience
- Valid Safeguarding certificate
- Valid Police Clearance

Salary Scale: R8 000.00 – R8 500.00

Benefits: None

Interested applicants should send (a) a motivation detailing the extent to which they meet the requirements of the position; (b) an application form (downloadable from www.mut.ac.za); (c) a Curriculum Vitae; (d) certified copies of academic qualifications plus academic records including matriculation certificate (**Please provide academic transcripts and SAQA evaluation certificate, if qualifications were obtained outside South Africa**), proof of professional registration with a relevant professional body where applicable and copy of a valid driver's license (where applicable) (e)certified copy of the identity document. ; and (f)

names of three contactable referees to: Department of Sports and Recreation, via email: Sports@mut.ac.za.

No manual applications will be accepted. Incomplete applications or applications without the application form and required documents will not be considered.

Only shortlisted candidates will be contacted. If you don't hear from MUT within 3 months, please deem your application unsuccessful.

Enquiries may be directed to:

Tel: (031) 907 7328 / 7356

Closing Date: 23 February 2026

Mangosuthu University of Technology is committed to meeting the objectives of Employment Equity to improve representivity within the institution. Preference will be given to applicants from designated groups in accordance with our Employment Equity targets including people with disabilities.

The University reserves the right NOT to make an appointment.