

JOB PROFILE - SOCIAL RESPONSIBILITY AND GOVERNANCE SUPERINTENDENT

A. Job Information	
Job Title:	SRG SUPERINTENDENT
Job Grade:	SS
Location:	NAMLC - KONONGO
Department:	SHSESG
Job reports to:	GENERAL MANAGER

B. Job purpose:
<i>A brief statement outlining the overall purpose/reason for the existence of the job (one or two sentences).</i>
The role is to develop, implement, and maintain Northern Ashanti Mines Limited Company (NAMLC) social performance programs/activities for the (NAMLC) Mine and to build and maintain effective and cooperative relationships with the host / surrounding communities and other stakeholders. The role is necessary to specifically address and institute government relations, resettlement & livelihood restoration, land acquisition & compensation, social and community management systems and regulations to maintain social license to operate.

C. Responsibilities/Key Objectives:	
<i>List five to eight major activities and contributions to the organisation for which this job is held accountable.</i>	
1	Contribute to a fatality, injury and illness-free performance and culture of NAMCL mine with a focus on quality Safety Inspections, Audits, and Risk & Impact Assessments.
2	Establish and maintain cooperative relationships with relevant community stakeholders and local NGOs to enable the smooth implementation and operation of community programs.
3	Proactively assess the impacts of the NAMLC operation and exploration activities on fence line communities and take action to mitigate impacts and foster positive relationships with stakeholders.
4	Collaborate closely with the NAMLC Community Development Unit, NAMLC Social Responsibility Forum and local community leaders to assist with the implementation of the NAMLC Social Responsibility Relationship, Foundation and Local Employment Agreements Commitments.
5	Work closely with the Security department to assess risks of illegal mining to NAMCL operation and exploration and support responsible removal of the activities in the mine-take area.

6	Collaborate with responsible internal and external stakeholders to implement alternative livelihood programs for the local operators in illegal small-scale mining who want to opt out of the sector.
7	Collaborate with the Human Resources and the Supply Chain departments to ensure the implementation and reporting of the NAMCL Local Employment Agreement.
8	Support the implementation and reporting of NAMCL Cultural Heritage, Human Rights, Local Procurement, Local Employment and Stakeholder Relationship Management Standards.
9	Develop and implement strategies for community entry to gain land access for exploration activities within both near mine and off-site prospecting licenses.
10	Proactively identify potential conflict situations in the communities by instituting an early warning system in all operational and exploration communities.
11	Engage in a dual dialogue with the community and Senior Management, NAMCL to facilitate the addressing of any conflicts.
12	Lead the community relations unit in the Social Responsibility section of the Sustainability department and recommend clear direction for the company in managing communities in the NAMCL mine.
13	Lead and coordinate the activities of the Community Relations and provide support, coaching and training to Community Relations teams for Community Relations best practices.

D. Inherent Requirements of the Job

The minimum qualifications, skills, knowledge, experience, and behavioural attributes are required to perform the job competently.

Minimum qualification/s Experience (A basic summary of the previous level of experience required to start in the position)	• A Bachelor's degree or higher in a relevant field such as Social Sciences, Social Work, Sociology, Public Relations, Communications, Social Risk Management Anthropology, or a related discipline. • Minimum of 10 years' relevant experience in Community Relations, Community Development, Social Performance, Public Affairs, or Stakeholder Engagement. Experience within the mining sector is highly beneficial. • Minimum of 8 years' experience in a supervisory role.
Technical competencies	• Demonstrated success in managing community relations, especially in the context of the mining sector. • Ability to lead community relations initiatives, work effectively with cross functional teams, and manage business partners. • Advanced interpersonal skills (interacting with diverse functional and cultural backgrounds). • Strong understanding of local culture, customs, and languages, as well as the regulatory framework in Ghana. • Demonstrated ability to work independently and in a team, with a strong commitment to ethical and sustainable practices.

Skills & Experience	• Understanding of social and environmental risk assessment and management. • Experience in crisis management and response. • Conflict management skills. • Analysis and problem-solving skills. • Consultation skills. • Understanding of environmental regulations and practices, especially those relevant to the mining industry. • Public relations and marketing skills. • Negotiation skills. • Facilitation skills. • Relationship management skills. • Coaching and mentoring skills. • Computer literacy skills – MS Office (Word, Excel, PowerPoint and Outlook).
Business Behaviors	• Must show a high level of integrity. • Be Solution-oriented. • Maintain professionalism. • Ability to plan strategically. • Must exhibit dedication and commitment to duty. • Compliance with the Law. • Extensive documentation.

Send applications to:
The recruiter
Northern Ashanti Mines Limited
P.O. Box 26
Konongo

Email: info@northernashantimines.com

Deadline for applications: 16th April 2026.