The Centre for Public Management and Governance at The University of Johannesburg offers an innovative NQF-accredited Advanced Certificate in Municipal Governance

The Advanced Certificate in Municipal Governance

(NQF level 6, 120 credits, duration: one year, second year of study)

Do you want to improve municipal management and governance in South Africa? Get a qualification in Municipal Governance in the Department of Public Management and Governance at the University of Johannesburg and pursue a career as a skilled professional in a municipality, provincial government or community organisation. One you have successfully completed the first year Higher Certificate in Municipal Governance (NQF Level 5, one year), you can enroll in the second year Advanced Certificate in Municipal Governance (ACMG). The qualification equips learners with the interdisciplinary knowledge, skills and attitudes to successfully cope with the competition, demands and the challenges where state, market and civilians interact in the shaping of governance and society. This qualification is intended for municipal officials and elected political leaders involved with the service delivery activities and objectives of the municipal sector at a strategic level to communities. The programme contribute to the development of management skills of political executives, strategic executive managers (senior, middle and line managers) and other role-players contributing to the development of improved service delivery in his/her organisation and the overall municipal sector. The programme has been fully accredited by SAQA at NQF level 6 (SAQA QUAL ID: 83246), on the basis of unit standards for local governance registered through the Local Government SETA. The programme is therefore fully compliant with the requirements of the Skills Levies Act.

Target audience: The target audience for this programme includes UJ students, municipal councilors and municipal officials who have successfully completed the level 5 Higher Certificate in Municipal Governance (HCMG), and need to expand or update their knowledge and skills in the field of local governance further, in order to improve the quality of municipal decisions and actions aimed at the delivery of local government services.
Programme goals and envisaged outcomes:

- Improved knowledge and understanding of the context and dynamics of general developmental local governance in South Africa;
- Improved personal development within the context of a public service ethos and access to more advanced education and training opportunities, and the strengthening of local government professionalism;
- Acquiring/enhancing advanced competencies in different areas of local governance to improve the quality of local government services delivery
- Professionalization of local government and management
- Improved marketability and employability of learners especially within the operational functioning of local government in South Africa, but also in other public sector agencies and in the private sector.

Duration: One (1) academic year: February to October.

Entry requirements: Successful completion of the National Certificate in Municipal Governance.

Programme content:

- Module 1: Strategic municipal leadership and management
- Module 2: Local Government ethics and good governance
- Module 3: Local Government organisational design and development
- Module 4: Local Government policy and strategy development
- Module 5: Strategic budgeting for Local Government
- Module 6: Research and report writing.

Presentation and scheduling: The programme is presented at the University of Johannesburg in Auckland Park. A range of specialists in the field of municipal governance will be involved as facilitators of different modules. The medium of instruction for the programme is English, and all course materials will be provided in English.

The six modules are presented over 2 semesters, through an integrated combination of interactive contact sessions consisting of introductory lectures, discussions, individual and group working sessions, followed by an individual home assignment and in other cases by a self-study programme in preparation for an examination in selected modules each semester. The 7 one-day, residential contact sessions are scheduled once a month between 8:30 and 16:30, normally between March and October. Active participation in those sessions is compulsory for all students in the programme.
Assessment methods: Two types of assessment opportunities exist:

- Individual assignments: These test students’ critical thinking; research and writing ability; and understanding of each module.
- One exam submission in November. This submission consists of two components each of which count 50% towards the final exam mark: The individual closed-book written exam tests students’ knowledge of two predetermined modules; and a portfolio containing report-writing tasks must be completed at home and submitted along with the written exam.

Attendance of contact sessions: There is a compulsory contact session of one full day per module. Changes to the scheduling of module contact sessions might occur due to unforeseen events.

Course materials: Course materials will be provided by the Centre at UJ and is included in the course fees.

Registration: New intake of students occurs between 15 November and 15 January at the University of Johannesburg. UJ Application and Registration forms, as well as directions and a map to reach the venue can be obtained from Mrs. Snyman at (011) 559-3225/ msnymna@uj.ac.za or Miss. Jansen (011) 559 2447/ zeenatj@uj.ac.za. Students are accepted on a first-come, first-serve basis, as places are limited. Courses might be scheduled back-to-back, if the demand justifies it. A UJ registration form is attached to this document.

ACMG Programme fees for 2015: R 24 000.00 for the full course per candidate, which includes tuition fees, registration fees as well as all study material for each module. This translates into

R 4 000.00 per module per candidate. The above fee therefore includes all costs but excludes VAT, which is not payable on tuition costs of higher education institutions.

NB: If a municipality takes responsibility for the students’ tuition fees they need to request an invoice from UJ by 15 February for all their students. If a student is personally responsible for the payment of their tuition, the deposit of R3 000.00 must be paid by 15 February. All fees must be paid, and student accounts settled, by 1 June.

Articulation of the Advanced Certificate in Municipal Governance into further studies: After the
successful completion of the ACMG, students have the opportunity to peruse the following course of study:

- Diploma Bridging Course*: six months
- Advanced Diploma in Business Management**: one year
- BA Honours in Public Management and Governance: one year
- MA in Public Management and Governance: Masters programme one year full time or two years part-time
- DPhil in Public Management and Governance: Doctoral programme

* Previously known as the BTech Bridging Course
** Previously known as The BTech in Business Management