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Retired... Not Tired!

Date: 15 October 2025

Dear Esteemed Members of BCSPA,

**EXPRESSION OF INTEREST - NATIONAL EXECUTIVE COMMITTEE
(NEC) RECRUITMENT**

The Botswana Civil Service Pensioners Association (BCSPA) is pleased to announce the opening of nominations for the National Executive Committee (NEC) positions. This is a vital opportunity for committed and visionary members to serve in leadership roles that shape the future of our Association and advocate for the welfare of civil service pensioners across Botswana.

We invite applications and nominations for the following NEC positions:

President

Responsibilities: Provide strategic leadership, chair NEC and AGM meetings, promote and represent the Association at all relevant forum, among others.

- **Requirements:** Minimum Cambridge Certificate.
- **Leadership and Vision:** Ability to inspire and guide the organization toward its goals.
- **Strategic Thinking:** Skill in planning and setting long-term objectives.
- **Decision-Making:** Confidence in making informed and impactful decisions.
- **Public Speaking:** Strong communication skills to represent the association effectively.
- Represents the Association in external engagements and partnership.

Vice President

Responsibilities: Support the Chairperson, lead in their absence, oversee special assignments.

Requirements: Minimum Cambridge Certificate. Bachelors degree and above an added advantage.

- **Supportive Leadership:** Ability to assist the President and step in when needed.

PATRON: Hon. Mbiganyi Charles Tibone

NATIONAL EXECUTIVE COMMITTEE: Rachel N.O Letsatle (VP/Interim President),

Nelson D. Mokgethi (National Treasurer), Johannes Tsumake (Secretary General),
Peter M. Sekgwama (Deputy Secretary General), Gabasotlwe Gobotswang (Publicity Secretary),
(Add. Members) Maggie Pholoba, John Marumolwa, Motsepe Kgosikwena, Robert Kealotswe

- **Organizational Skills:** Ensuring smooth coordination of activities.
- **Problem-Solving:** Quick thinking to address challenges in the President's absence.
- **Team Collaboration:** Working closely with other members to achieve goals.
- May oversee specific projects or Committees as delegated by the President.

Secretary General and Deputy Secretary General*

Responsibilities: Manage records, prepare meeting agendas/minutes, coordinate NEC meetings.

Requirements: Minimum Cambridge Certificate. Bachelors degree and above an added advantage.

- **Financial Management:** Expertise in budgeting, accounting, and financial reporting.
- **Attention to Detail:** Ensuring accuracy in compliance requirements.
- **Integrity:** Maintaining transparency and trust in handling affairs of BCSPA.
- **Analytical Skills:** Ability to analyze operations and records, and make recommendations.
- Ensures effective communication between the BCSPA structures and members of the Association

* Deputy Secretary General will assist the Secretary General

Treasurer

Responsibilities: Oversee financial affairs, prepare financial reports, ensure compliance.

Requirements: Minimum Certificate in Accounting & Business Studies, or Finance. Bachelors degree and above an added advantage.

- **Financial Management:** Expertise in budgeting, accounting, and financial reporting.
- **Attention to Detail:** Ensuring accuracy in financial records.
- **Integrity:** Maintaining transparency and trust in handling funds.
- **Analytical Skills:** Ability to analyze financial data and make recommendations.
- Prepares Financial statements and presents them to the committee members.

Publicity Secretary

Responsibilities: Lead communications, develop media content, promote Association activities.

Requirements: Certificate in Communications or related field,

- **Marketing and Communication:** Promoting the association's activities and initiatives.
- **Social Media Skills:** Managing online presence and engagement.
- **Creativity:** Designing campaigns and materials to attract attention.
- **Networking:** Building relationships with media and other organizations.
- Support the implementation of the Association's programs and initiatives.

Additional Members

Responsibilities: Participate in NEC meetings, support initiatives, represent member interests.

Requirements: Minimum Cambridge Certificate. Bachelors degree and above an added advantage.

- **Governance Awareness:** Understanding of constitutional procedures, committee roles, and voluntary leadership.
- **Team Collaboration:** Ability to work constructively within a team, contribute to discussions, and support collective decisions.
- **Community Engagement:** Experience in outreach, advocacy, or mobilizing members at regional or national levels.
- **Strategic Thinking:** Capacity to contribute ideas and insights that align with BCSPA's mission and long-term goals.

Participate actively in meetings and contribute to decision making processes.

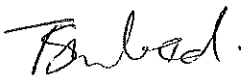
Interested members should submit;

- A letter of interest specifying the position sought
- CV
- Proof of qualifications and relevant experience
- Confirmation of active membership status
- Police fingerprints report

Deadline for Submission: *Friday, 25 October 2025* **Submission Email:**
bcsa09@gmail.com

We encourage all eligible members to consider this opportunity to contribute meaningfully to the governance and growth of BCSPA. Your leadership can make a lasting impact on the lives of pensioners nationwide.

Thank you

Tebo Thibedi 
Chairperson - BCSPA Electoral Committee