



ARGRS JULY 2023 – FOUNDATIONS/TRUSTS TOP EXECUTIVES BENCHMARK POSITIONS

Top Executive Benchmark Position	Benchmark Positions Titles
	Country/Regional CEO/Executive Director/Managing Director
	Country/Regional/Programmes CFO-Chief Financial Controller/Officer/Financial Director (May also be responsible for Operations)
	Country/Regional/Programmes COO-Chief Operations Officer/Executive
	Country/Regional/Programmes Communications/Partnerships/Stakeholder Executive
	Human Resources Executive/Director
	Country/Regional Programmes Director/Executive & Expert/Authority Level Programme/Project Specialist

ARGRS JULY 2023 – FOUNDATIONS/TRUSTS GENERAL STAFF BENCHMARK POSITIONS

Job Family	Benchmark Positions Titles
Communications/ Events/ Marketing/ Partnerships & Resource Mobilisation Functions	Communications/Events/Marketing/Partnerships & Resource Mobilisation Functions Line Management & Specialists
	Head/Senior Communications/Events/Marketing/Partnerships & Resource Mobilisation Line Manager/Specialist
	Intermediate Communications/Events/Marketing/Partnerships & Resource Mobilisation Line Manager/Specialist
	Developing Communications/Events/Marketing/Partnerships & Resource Mobilisation Junior Line Manager/Specialist
	Processes Communications/Events/Marketing/Partnerships & Resource Mobilisation Coordinator/Team Leader/Specialist
	Routine Call Centre Agent/Communications/Digital Assistant/Stakeholder Relationship Coordinator/Team Leader/Specialist
	Basic Call Centre Agent/Communications/Digital/Engagement Supervisor/Support

Job Family	Benchmark Positions Titles
Finance/ Grants	Finance/Grants Line Management & Specialists
	Senior Finance Country/Programmes/Organisation/Regional Line Manager
	Intermediate Finance Country/Programmes/Organisation/Regional Line Manager
	Developing/Junior Finance Country/Grants/Programmes/Organisation/Regional Accountant/Line Manager/Officer
	Processes Finance Country/Grants/Programmes/Organisation/Regional Analyst/Junior Accountant/Officer/Team Leader



AVERILE RYDER

GLOBAL REWARD SPECIALISTS PROPRIETARY LIMITED

COMPANY REGISTRATION NO. 2019/029935/07

Established 1999

	Finance/Grants Administration/Systems Support
	Processes Finance/Grants Administration/Systems Officer/Support
	Basic Finance/Grants Administration/Payroll Support

Job Family	Benchmark Positions Titles
General Office Management/ Administration/ Logistical Support	General Office Administration Line Management/Support/Specialist
	Developing Administration/Office Junior Line Manager
	Processes Administration/Office Supervisor/Team Leader/Administration Support
	Routine Office Administration Assistant/Support
	Basic Office Receptionist/Administration Assistant/Support
	Defined Housekeeper/Office Cleaner
	Executive/Management Administration/Secretarial Support
	Executive Assistant to CEO/Managing/Regional Director & Office Management Support
	Personal Assistant to CEO/Managing/Regional Director & Administration Support

Job Family	Benchmark Positions Titles
Human Resources	Human Resources Line Management/Specialists & Administration/Logistical Support
	Intermediate Country/Organisation/Regional Human Resources Line Management/Specialist
	Processes Country/Organisation/Regional Human Resources Administrator/Generalist

Job Family	Benchmark Positions Titles
Information/ Communications Technology (ICT)	Information/Communications Technology (ICT) Line Management/Specialists
	Senior Organisation/Programmes ICT Lead/Line Manager/Specialist
	Intermediate Product/Programme/Project ICT Coordinator/Line Manager/Specialist
	Developing Help Desk/Product/Programme/Project ICT Coordinator/Junior Line Manager/Specialist
	Processes ICT Community/Help Desk Specialist Support

Job Family	Benchmark Positions Titles
Internships & Learnerships	Grade 12s', Undergraduates and Graduates
	Graduate Intern
	Undergraduate Intern
	Grade 12 Learner with Mathematics/Science/Physics as subjects
	Grade 12 Learner with NO Mathematics/Science/Physics as subjects



AVERILE RYDER

GLOBAL REWARD SPECIALISTS PROPRIETARY LIMITED

COMPANY REGISTRATION NO. 2019/029935/07

Established 1999

Job Family	Benchmark Positions Titles
Monitoring/Evaluation & Learning	Monitoring/Evaluation & Learning Line Management/Specialists
	Intermediate Monitoring/Evaluation & Learning Line Manager/Specialist
	Developing Data/Monitoring/Evaluation & Learning Junior Line Manager/Officer/Specialist
	Processes Data/Monitoring/Evaluation & Learning Supervisor/Team Leader/Officer
	Routine Data/Monitoring/Evaluation & Learning Officer/Supervisor/Team Leader

Job Family	Benchmark Positions Titles
Operations/Support Services	Operations/Support Services Line Management/Specialists
	Intermediate Operations/Support Services Line Manager/Specialist
	Developing Operations/Support Services Junior Line Manager/Officer/Specialist
	Processes Operations/Support Services Administrator/Officer/Supervisor/Team Leader
	Basic Operations/Support Services Assistant/Warehouse Supervisor/Team Leader

Job Family	Benchmark Positions Titles
Programmes/Projects	Research/Dialogue/Advocacy/Litigation Line Management/Specialists
	Senior Research/Dialogue/Advocacy/Litigation Lead Researcher/Line Manager/Specialist
	Intermediate Research/Dialogue/Advocacy/Litigation Line Manager/Specialist
	Processes Research/Dialogue/Advocacy/Litigation Specialist
	Routine Researcher/Dialogue/Advocacy Specialist/Support
	Capacity Building/Social Services Programmes/Projects Line Management/Specialists
	Senior Capacity Building/Social Services Programmes/Projects Lead/Line Manager/Specialist
	Intermediate Capacity Building/Social Services Programmes/Projects Lead/Line Manager/Officer/Specialist
	Developing/Provincial Capacity Building/Social Services Projects Coordinator/Junior Line Manager/Officer/Specialist/Trainer
	Routine Capacity Building/Social Services Projects Coordinator/Supervisor/Schools Engagement Officer/Facilitator/Trainer
	Routine Capacity Building/Social Services Projects Supervisor/Team Leader/Coach/Mentor
	Defined Capacity Building/Social Services Projects Assistant
	Capacity Building/Social Services Programmes/Projects Administration Support
	Processes Capacity Building/Social Services Programmes/Projects Administrator/Administration Support/Officer
	Routine Capacity Building/Social Services Programmes/Projects Administrator/Administration Support