



# Students For A Better Future

Andreas & Susan Struengmann Foundation

🌐 [studentsforabetterfuture.co.za](https://studentsforabetterfuture.co.za)    ✉ [info@studentsforabetterfuture.co.za](mailto:info@studentsforabetterfuture.co.za)

*Embrace Your Potential*

## VACANCY

### Coordinator – High School Programme: CAPE TOWN

SBF is a prestigious scholarship programme, curated by a specialist team who are redefining what a scholarship means. They support young people on a journey that starts in Grade 6 and ends with their first job and believe that breaking the chain of poverty begins with one child. And that if given access to quality education with psychological, social, and academic support, as well as personal life skills development, they can change the future.

SBF is actively seeking a dynamic **High School Programme Coordinator** to spearhead support initiatives and scholar development for the holistic personal and academic growth of the youth enrolled in the High School Programme.

They are specifically seeking a candidate with substantial teaching experience, or a closely aligned background within an educational setting, demonstrating proficiency as a skilled facilitator, mentor, and youth worker who will form part of the High School Programme Team and effectively implement the Students for A Better Future strategy. The chosen candidate will play a pivotal role in achieving organizational goals and realizing their vision, focusing on key areas such as:

#### **Project Management: To manage projects within the High School Programme.**

- Strategise, execute, and oversee academic and personal development programs.
- Assist in executing Recruitment and Preparation processes.
- Implement and oversee Psychosocial processes.
- Support and facilitate seamless transitions, encompassing applications, funding, internships, and related aspects.
- Provide parental support and contribute to skills development initiatives.

#### **Scholar Development:**

- Delivering mentoring, coaching, and academic support within the High School Programme.
- Facilitating the smooth transition and orientation of scholars into both the High School Programme and the subsequent Post-Secondary Phase.
- Guiding and actively participating in career pathing and development initiatives.

#### **Curriculum Delivery:**

- Implementing and facilitating the SBF Curriculum.

#### **Organisational Support**

- Adhere to the budgetary constraints and follow established financial protocols and processes.
- Execute reporting, monitoring, and knowledge management activities in alignment with program requirements.
- Operate within and actively contribute to the organisation's ethical standards, compliance, and risk frameworks.
- Strategic Leadership
- Contribute to and actively participate in realizing the strategic vision, providing leadership, and upholding accountability within the organization.



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The Ideal candidate for the role are individuals who:

- Demonstrate a passionate commitment to supporting and enhancing processes that drive positive outcomes in the youth development and scholarship sector.
- Possess motivation to work collaboratively within various systems, leveraging them to the advantage of our individual beneficiaries.
- Embrace a team-oriented mindset, actively engaging with and dedicating themselves to the mission, priorities, and team of Students for a Better Future (SBF).
- Align with SBF's core values
- Exhibit a willingness to go above and beyond the job description to support SBF team members in various capacities.
- Display an unwavering personal commitment to fostering Diversity, Equity, Inclusion, and a sense of belonging.
- Have a valid driver's licence and own transport.

## **Educational & Experience Requirements:**

- Possession of a pertinent graduate qualification in Education or Social Science
- A comprehensive professional background with a minimum of 5 years of overall experience, including at least 3 years in the relevant field
- Coaching Adolescents and Facilitation experience would be considered advantageous.
- Proven practical experience in successfully implementing and administrating projects.
- Demonstrated expertise in collaborating with stakeholders across diverse sectors.

## **Skill Requirements:**

- Demonstrated organizational prowess, consistently achieving set project objectives
- Proficiency in working efficiently under tight deadlines, consistently delivering high-quality work with meticulous attention to detail.
- Capacity to adeptly manage multiple and potentially competing priorities.
- Ability to navigate and collaborate within diverse systems and contexts
- Prior experience within the South African Educational system/context is required
- Strong communication skills, including professional interaction and adept management of stakeholder relationships
- Excellent writing skills, coupled with a professional and articulate communication style.

Suitable candidates are invited to send a motivation letter highlighting your suitability to the role, a CV in **Word** format and contact details of three work related referees to [rudayba@maraisbutton.co.za](mailto:rudayba@maraisbutton.co.za)

Contact will only be made with shortlisted candidates.

**Closing date: Sunday 11<sup>th</sup> February 2024**

Students for A Better Future is an equal opportunity employer. They celebrate diversity and are committed to creating an inclusive environment for all employees.