



Students For A Better Future

Andreas & Susan Struengmann Foundation

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Embrace Your Potential

SENIOR WELLNESS PROGRAMME COORDINATOR - CAPE TOWN

12 MONTH FIXED TERM CONTRACT

SBF is a prestigious scholarship programme, curated by a specialist team that is redefining what a scholarship means. They support young people on a journey that starts in Grade 6 and ends with their first job.

They 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 seeking a highly motivated and experienced Wellness Programme Coordinator to lead their scholar and student SBF Wellness programme. The successful candidate will be responsible for undertaking research and supporting the development of programme content, policies, methodology, and assessment tools to support the Wellness programme. They will support innovation and benchmarking of SBF's Wellness Programme against sector best practice and implement a broad-based feedback loop to provide for continuous reflection, review, and improvement of Wellness policies, programme, and strategy, utilising internal and external data and feedback.

- This job will focus on physical, mental, spiritual, emotional, social and environmental wellness. The ideal candidate will have both experience and a passion for developing and supporting beneficiaries in a multi-dimensional wellness programme. They will also have a deep belief in the vast potential of all children's ability to succeed.

Responsibilities:

- Undertake the development of SBF Wellness programme
- Undertake the implementation of Wellness programme, providing specialist wellness support to SBF beneficiaries, including compliance and governance
- Undertake research and development of SBF Wellness programme content, including programme curricula
- Undertake research and development of appropriate policies, methodology, assessment tools, and programmes to support the Wellness programme
- Undertake the innovation and benchmarking of SBF's Wellness Programme against sector best practice
- Undertake the development and annual review of selected programme policies through the lens of the Wellness programme, collaborating closely with respective programme leads, supporting internal analysis of policies
- Undertake analysis of the effectiveness of Wellness programme content and methodology to improve the programme outcomes, implementing a broad-based feedback loop to provide for continuous reflection, review, and improvement of approach, utilizing internal and external data and feedback
- Undertake all responsibilities regarding the systematic collection, collation, and analysis of programme data and the accurate and timely capturing of all data into respective data collection tools
- Prepare quantitative and qualitative reports, as required, to internal and external stakeholders

- Develop, nurture, and manage partnerships within the scope of responsibility
- Promote learning through active information sharing, knowledge development, and the incorporation of evidence-based organizational knowledge into high-quality Wellness programme implementation.

Requirements:

- Relevant postgraduate professional degree in Organisational or Industrial Psychology or related field
- Registered with HPCSA
- At least 5 years of overall relevant experience, with at least 3 years with a focus on wellness programmes
- Experience in working with young people would be an advantage
- Project/programme coordination skills and knowledge
- Case management, documentation and reporting skills
- Stakeholder/client/partner management
- Content development, benchmarking, and monitoring skills
- Strong understanding of the South African educational/psychosocial systems
- Managerial skills
- Project Management skills and experience
- Understanding the complexity of diversity and discrimination across all factors
- Multi-lingual (Xhosa and Afrikaans) would be an advantage.

Attributes

- Excellent written and verbal communication skills
- Critical thinking
- Excellent problem-solving skills and ability to remain proactive
- Team player/collaborative
- Resilient, adaptable & agile in a fast changing environment
- Attention to detail
- Highly motivated and committed to excellence.

Interested candidates must send a motivation letter highlighting your suitability to the role and a CV with contact details of three work-related referees to MaraisButton & Associates.

Email: rudayba@maraisbutton.co.za

Closing date: Sunday 03rd March 2024

SBF is an equal opportunity employer. They celebrate diversity and are committed to creating an inclusive environment for all employees.