

KHULA **EDUCATION**

SUPPORTED BY THE
DAVID RATTRAY FOUNDATION

**PROGRAMME MANAGER:
LIFE SKILLS AND JOB READINESS**

KHULA Education: Programme Manager – Life Skills and Job Readiness

Letter from Nicky Rattray: Chair, David Rattray Foundation South Africa (KHULA Education)

We are so pleased you are considering joining our remarkable team. When David and I started the Fugitive's Drift Lodge in the late 80s, we knew that our presence would bring great opportunities as well as important responsibilities. We were the major commercial investors in the area and the communities of Rorke's Drift were key partners for us, as people sharing an historic and beautiful part of South Africa. The Anglo-Zulu wars were fought here, and the natural beauty of the area can still mask the poverty and desperation of so many of its people. We started a number of projects in the local area, hoping that in our small way we could help the people of Rorke's Drift to tackle some of these challenges.

When David was killed in 2007, our three young sons and I turned our loss into even greater determination. Our future depended more than ever on our relationships with the community and the land. We also wanted to honour David's legacy by fulfilling his wish to educate the young people of the area so that they might fulfil their potential and bring greater prosperity to Rorke's Drift. We set up the Foundation in 2007 to take our commitment to the community to the next stage.



KHULA Education encapsulates this commitment to the region, its past, present and future. We believe in giving fishing rods rather than fish, and that every child can make their lives more prosperous given a chance to learn and to grow in a holistic way. We have made mistakes along the way, but we have also achieved and learned a lot about how to work with leaders, educators and families to support our local children towards a more empowered future.

We are now looking forward with ambition and excitement. Over recent years we have seen the impact of our programme across all school ages, from pre-school to post-school. We now want to take our post-school work to the next level and provide the young people in our community with the skills and opportunities they need to build successful careers.

We are looking forward to welcoming a new Life Skills and Job Readiness Programme Manager into our team to define and implement this vision.

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Letter from Debbie Heustice, Director, KHULA Education

When I started as CEO at KHULA Education, I was greeted with an exceptionally committed team rooted in the community and surrounding hills of Rorke's Drift. They were determined to further the educational opportunities and futures of not only the children, but also the educators in the area. There was also an emerging model, the KHULA Linked Schools Model, which had shown success in Rorke's Drift. The Linked Schools Model was carefully conceived to strengthen and support the government system, filling gaps where needed such as Early Childhood Development (ECD) and teacher training, in addition to bringing stakeholders even closer together.

My initial challenge from the boards was to build on our strong foundations, make our model more robust and consistent in quality, and to help understand and evidence the impact we were having.

I am proud of the progress we have made. We have replicated our Linked Schools Model in neighbouring Isandlwana and are now reaching 6,000 children and 200 Educators. We have enhanced our impact measurement and know that our local KHULA schools are achieving English and Maths results and pass rates above the district and provincial benchmarks. Our reputation has grown so widely that we are working hand in hand with many more local leaders, school principals, district officials and more.

But we must not stop here, and now have ambitious plans to not only extend our Linked Schools Model into a third community but also to greatly expand our Life Skills and Job Readiness Programme. Up until now, I have managed this programme but given our extensive plans we are now looking to recruit a new Programme Manager to take us to the next level.

We are looking for someone to not only develop our current programming in this area but to also lead and develop a new skills centre which aims to equip out-of-school rural youth in uMzinyathi District with high demand skills.

This is an unrivalled opportunity to work in a committed, high performing team, and use your expertise and experience to have a huge impact on the lives of young people in one of South Africa's most deprived communities.



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KHULA Education: An Introduction

KHULA Education, supported by The David Rattray Foundation was founded in 2007. KHULA is an isiZulu word, meaning 'to grow'. We operate with a Board of Trustees in the United Kingdom and South Africa.

KHULA spans the historic battlefields of rural KwaZulu-Natal from Elandskraal, through Rorke's Drift to Nquthu and Isandlwana, some of the most isolated and marginalised areas in South Africa. This is a region of outstanding beauty and dramatic history, but those elements alone are no substitute for education.

The inspiration for KHULA's educational initiatives came from the late David Rattray who was passionate about helping local Zulu children through education. We are guided by his quote: 'Without education there is no hope and without hope there is no future'.

Our vision is that all children, regardless of their socio-economic, cultural background or location can reach their potential and make a difference to their families and communities.

Our mission is to enable children from under-resourced rural communities in South Africa to obtain a quality education.

In recent years, KHULA has grown and evolved, pivoting from assisting in infrastructural projects to supporting teaching and learning at all stages of schooling through more formal programming.



KHULA now reaches over 6,000 children and 200 educators in 21 schools supporting development across four programmes of impact:

- Early Childhood Development at KHULA preschools;
- Top-up teaching through primary and secondary school;
- Educator development;
- Life skills and job readiness

Early Childhood Development

KHULA has set up and operates three preschools in Rorke's Drift, Isandlwana, and Amoibe, working with 180 children. We nurture our young learners and prepare them for 'big school' through a curriculum filled with games and educational activities that build their numeracy and language skills and help them to achieve their cognitive, psycho-social and physical development milestones.

Our early years programme teaches in a mix of isiZulu and English to provide the children with strong foundations in English before joining Primary School. This is crucial because formal learning is conducted in English from Grade 4 onwards, yet most rural children have little or no opportunity to develop even a rudimentary understanding of English language as it is not spoken at home.

Year on year, the graduates of our early years programme continue to outperform their peers in local schools. This year our oldest graduates were in year six at local primary schools. Last year, we opened our third preschool in Amoibe at the request of local parents and Amoibe Primary School and in 2022 we expanded to a second class. It is fantastic to see the community driving development of more early years opportunities in the area

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Supporting Quality Teaching and Learning

Our Top-Up teaching programme bolsters the quality of Maths and English teaching and learning in Primary and Secondary School. Our education experts work alongside local government teachers in rural schools to create a more dynamic and engaging teaching environment by mentoring and introducing new teaching techniques and technologies.



We co-teach classes for each grade for two hours each a week in both Maths and English, as well as help teachers to plan and execute lessons with greater skill and innovation.

Overall, the programme supports around 1,600 students across six schools. Alongside this in-school support, we offer final year students after-school consolidation and extension classes.

In 2021 we further built out our remedial support offering in our Foundation Phase programme, through a combination of standardised assessments, in class observations and targeted remediation interventions. We work with schools to identify children who are struggling to master content and advance academically, and then help them obtain the assistance they need in school, and if necessary, involve a range of professional services.

Educator Development

Our Educator Development programme is essential to the long-term sustainability and continued improvement in education for the area. It is designed to support local teachers within the government system to upskill, strengthen their capacity, and form support networks.

The programme offers intensive mentorship within our six teaching schools as well as face-to-face and online workshops for staff across all 21 of our supported schools, nurturing educator communities of practice. Over the past two years KHULA has also worked tirelessly to facilitate exposure to innovative teaching tools and ensure stable, high speed technology solutions are accessible in local schools.

A key focus of the programme, since the introduction of technology in schools, is developing IT fluency in teaching staff and familiarising them with online learning tools.

Life Skills Development and Job Readiness

KHULA Education's Life Skills and Job Readiness Programme provides targeted and timely support to in-school and out-of-school youth. The programme aims to bridge the gap between work and school by helping students understand options available to them in the world of study, work and self-employment. Specific objectives include:

- Helping students achieve higher levels of education and training relevant to a changing economy
- Giving students exposure to high demand career skills, particularly in the technology space
- Seeing higher levels of students move on to tertiary study and employment
- Seeing greater numbers of young women aspire to and secure further study and employment
- Building presentation, communication and confidence levels

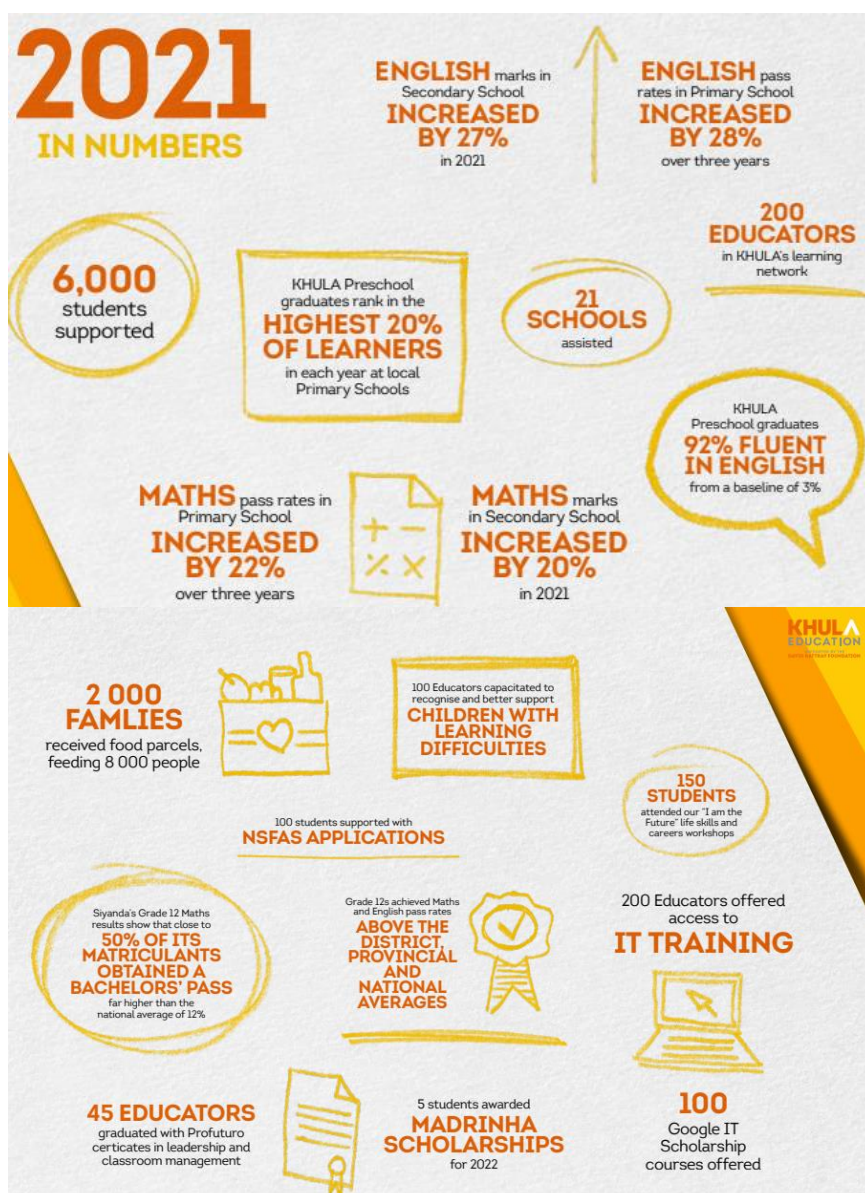


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Increasing investment from local businesses and corporations in the area KHULA's Life Skills and Job Readiness programme aims to support students as they consider "What's Next?", helping students with access to higher education and employment opportunities. The programme focuses on both in-school and out-of-school learners, and has three key components:

- *Exploring My Potential:* Directed to Grades 8 to 11 to develop study skills, explore their aptitudes and learn how the subject choices they make open up a world of potential study and work opportunities for them. Key programmes include a Storytelling module to build confidence in self-presentation, and a Kids MBA, to develop nascent entrepreneurship among learners.
- *Realising My Future:* Directed towards Grade 12 students to support them as they prepare for their final school exams. Activities help final-year students manage stress, recap study techniques and create study timetables. In addition, the programme helps them define their future study or career options, support them to apply for tertiary study and submit student financial aid bursaries and scholarship applications.
- *Developing My Next:* This component provides support to out of school local youth, through skills building courses and opportunities to help gain employment. Services include access to IT resources for job applications, interview preparation, access to online courses and exposure to job opportunities and learnerships.

For further information on all areas of KHULA's work, please visit <https://www.khula-education.org/>.



KHULA Education: Programme Manager – Life Skills and Job Readiness

The Role

The Life Skills and Job Readiness Programme, which has already delivered impressive results, has been managed to date by the KHULA Executive Director and her team, on top of other responsibilities and commitments.

KHULA Education is seeking a full-time manager, based at least part-time in the local region, to lead and significantly grow the reach and services within our Life Skills and Job Readiness Programme. This is a new, senior position in the organisation. The role requires effective interaction with rural youth, local business, community stakeholders, NGOs and government representatives, building effective partnerships in the community. The expectation is that the person will have the experience, knowledge, and network to drive delivery and expansion of KHULA's socio-economic impact programmes for local youth.

Priorities of the role will be to:

- Develop the activities and services to become more systematic, rather than ad hoc and opportunistic
- Expand the scope and reach of the programme to cover a wider range of opportunities and all graduates of the Khula schools, as well as other local youth
- Build on existing relationships and create new and enduring partnerships with different stakeholders in the local ecosystem (private sector, government, local community structures, NGO sector)
- Lead in the development of a new skills centre. A key element of the role is to develop a skills centre for out-of-school students to complement in-school programmes. This will be developed on a modular basis over time, and the Manager will be responsible for design, development, set up and launch and operations of the centre, working collaboratively with other members of the KHULA team.

Duties and responsibilities

- Identifies key stakeholders, develops and maintains effective relationships with government agencies at all levels, private sector businesses operating in the district, communities and non-governmental organisations
- Creates a stakeholder map, identifies potential projects to support learning and earning opportunities and connects various stakeholders to collaborate on project implementation
- Prepares an engagement strategy targeted at multiple stakeholders and project implementation plans
- Designs, plans and implements concrete projects with clear deliverables and timelines
- Establishes and maintains short and long-term goals, objectives, strategic plans, and evaluates their effectiveness and makes changes when necessary
- Coordinates with various partners to optimize resource utilization and ensure alignment
- Participates on behalf of KHULA Education in various platforms and relevant events in the district to shape, influence and advance opportunities for KHULA learners and graduates
- Expanding the reach of the programme to all KHULA graduates and widening the scope of services offered and opportunities provided
- Working with the KHULA team to ensure that in-school life skills platforms provide learners with the means to make the best of out-of-school opportunities
- Provides frequent updates to the KHULA Executive Director, covering any issues and actions that may affect the successful impact of the programme
- Building long term, sustainable partnerships with representatives of the wider socio-economic ecosystem

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The Candidate

Attributes

KHULA is looking for the following attributes in the successful candidate:

Self-Starter

- A self-motivated, results focused, adaptive and independent self-starter who works with minimal supervision, but who is also an effective team player
- Able to work and exercise judgement in a changing environment and to integrate different activities
- A good project manager with excellent planning, organizational and coordination skills

Problem-Solver

- Excellent problem-solving abilities, with capacity to learn quickly and innovate to generate creative solutions
- Able to synthesize, communicate and make use of complex and detailed information
- Focused on delivery and practical outcomes
- A strategic thinker who follows up and pays attention to detail and is able to work under pressure

Consensus-Builder

- Capable facilitator who identifies opportunities, links and connects relevant parties, and possesses analytical, persuasion and problem-solving skills
- Able to interact and have credibility with a wide range of stakeholders across multiple constituencies and interests
- Able to build consensus across various stakeholder groups of diverse backgrounds.
- A confident and effective communicator, with superior oral, written and facilitation skills
- Able to maintain confidentiality and demonstrate trust and integrity

Commercially and Socially-Aware

- Commercially and socially-aware, with an understanding of how the needs of different stakeholders both overlap and differ
- A trusted advisor who understands business interests, as well as the objectives and linkages between different levels of government
- An ethical individual with strong interpersonal skills and a proven and verifiable track record of accomplishment working in the private sector, government or social impact sector
- Driven by a desire to make a social contribution

Minimum requirements

- A bachelor's degree or higher, with a minimum of 5 years' experience in economic development work, project mobilization, or business growth, jobs and investment facilitation in a senior position
- Presentation, report writing, computer literacy and Microsoft Office skills
- While English is the medium of communication in this role, the ability to communicate adequately in isiZulu is highly desirable
- Knowledge or lived experience KZN an advantage

Details

- Salary and benefits package to be determined by experience
- While the preference is for the candidate to be based in KZN some flexibility regarding location can be explored.
- Deep personal experience or understanding of the area is a definite advantage as would the willingness to be based in KZN

