



## JOB OPPORTUNITY

Programme Coordinator :

Community Foundation Development





## **Job Opportunity: Programme Coordinator – Community Foundation Development**

- 📍 Location: Johannesburg, South Africa (with regular travel across provinces)
- 📄 Contract Type: Fixed-term (contract terms negotiable)
- 🕒 Application Deadline: Friday 22<sup>nd</sup> August 2025

### **About the Programme**

The Community Foundation Development Programme, led by SGS Consulting, champions community-led development through local philanthropy. By supporting the emergence and growth of initiative groups and community foundations, the programme promotes collective giving, local agency, and social justice. Our work strengthens grassroots infrastructure critical to inclusive development in South Africa.

### **The Role: Coordinator – Community Foundation Development**

We are looking for a dedicated, experienced, and visionary Coordinator to lead the growth and impact of community foundations across South Africa. This role is at the heart of advancing horizontal philanthropy models, and building sustainable community infrastructure grounded in Asset-Based Community Development (ABCD) principles.

You will work closely with emerging and existing community foundations, nurture collaborative networks, deliver training and mentorship, and help position local giving practices as a key strategy for achieving the Sustainable Development Goals (SDGs). The role requires adaptability across diverse rural, urban, and peri-urban contexts.

### **Key Responsibilities**

- Strengthen initiative groups and emerging community foundations through direct support and capacity building.
- Facilitate participatory processes rooted in ABCD to co-develop strategies, value propositions, grantmaking systems, and governance models.
- Coordinate training programmes, workshops, and exchange forums to grow a national network of community foundations and community philanthropy actors.
- Support local leaders and communities to co-create and implement inclusive, sustainable funding and development models.
- Collaborate with partners and stakeholders to align efforts with national development priorities and SDG frameworks.
- Monitor, evaluate, and document programme progress, learnings, and impact.



### **Minimum Qualifications and Experience**

- A Bachelor's degree (or equivalent) in community development, social sciences, or a related field.
- Minimum 7 years of experience in community development, local philanthropy, or grassroots fundraising.
- Demonstrated experience in facilitating ABCD or participatory development methodologies.
- Proven track record of supporting community foundations, initiative groups, or similar community-led entities.
- Strong background in programme design, implementation, monitoring, and reporting.
- Ability to navigate diverse cultural and geographic contexts with sensitivity and insight.

### **Personal Attributes**

- Passionate about social justice and community-led change.
- A skilled facilitator and communicator, capable of mobilising individuals and communities.
- Culturally aware, empathetic, and able to build trust across diverse settings.
- Self-driven, results-oriented, and able to work independently and in collaborative teams.
- Flexible and open to regular travel across South Africa.

### **What We Offer**

- A chance to be part of a dynamic programme that is shaping the future of African philanthropy.
- Opportunities for regional and continental learning exchanges.