

POSITION AVAILABLE

TRAINER

CONTRACT TYPE: PERMANENT, 40 HOURS PER WEEK

LEVEL: INTERMEDIATE

LOCATION: OBSERVATORY, CAPE TOWN

REMUNERATION RANGE COMMENSURATE WITH EXPERIENCE AND COMMON GOOD POLICIES

THE OPPORTUNITY

Common Good seeks to employ a Trainer to join our Early Life Team, which supports its programme, Sikunye. Sikunye focuses on inspiring, equipping, and supporting churches in caring for families with children in their first thousand days of life (from conception to two years). Over 1,200 churches have committed themselves to caring for families.

The Trainer is a new position that provides training and facilitation on a wide range of content, focusing on Early Life. One of these focus areas is delivering Sikunye's Fatherhood and the First Thousand Days course. Training will be conducted through various platforms, including in-person sessions, online modules, and WhatsApp-based journeys.

The Trainer will connect with Churches and Communities across South Africa and is expected to travel up to six times annually and more regularly within the Cape Town area.

YOU'LL THRIVE IN THIS ROLE IF...

- You are passionate about seeing children get a strong start to life.
- You are comfortable in presenting information to a wide variety of audiences.
- You are confident in communicating with church leaders from different denominations.
- You have a deep passion for the local church to succeed.

KEY RESPONSIBILITIES

The successful individual will be responsible for the following duties, which are not limited to:

1. **Present Sikunye training material to church leaders, ministry leaders and volunteers**
 - Present Sikunye content on Zoom, facilitating WhatsApp learning journeys and hybrid and in-person events.
 - Where needed, provide translation of English content for participants.
 - Track and record participants' course and event progress using existing data-tracking platforms.
 - In collaboration with other team members, plan in-person events and contribute towards promoting these events.
2. **Be the point person for key church partners**
 - In line with Sikunye's church growth strategy, be the relational point-person for a set of churches
 - Encourage the church leaders in their next steps of programmatic implementation
 - Identify programmatic areas that church leaders can adopt and assist in the contextualisation of the programme
3. **Proactively communicate with churches to encourage their next steps.**
 - Engage with church leaders at various phases of the programme offering by identifying their current stage and encouraging action for necessary next steps.

OUR MISSION

Common Good is a **faith-based development organisation** that supports grassroots transformation. At the heart of our mission is the belief that **God cares deeply for South Africa** and desires to see a groundswell of mercy and justice in action here. Through **strategic alliances** with churches, NGOs, organisations, schools and government, we cultivate **ecosystems of hope** that show that a shared, brighter future is possible for South Africa. We don't just build solutions; we craft **sustainable, research-driven initiatives** at **critical life stages** that are both **scalable** and **replicable**, with **proven impact**.

OUR PURPOSE

Empowering South African communities through collaborative partnerships and evidence-based initiatives, guided by our faith-driven commitment to mercy, justice and the realisation of a shared brighter future.

OUR VALUES



- Provide personalised follow-up to participants after events to guide and encourage them to take their next steps.
 - Directly promote events, workshops and training to church leaders when needed.
4. Perform other related duties as required.

BEHAVIOURAL ATTRIBUTES

- Passionate about the local church, families and young children
- Respectful, supportive, inclusive, empathetic and encouraging
- Highly proactive with good self-leadership
- Mature and responsible attitude towards work
- Excellent time management and organisational skills
- Pioneering spirit for working in a newly established program in the NPO space
- A skilled communicator with high levels of emotional intelligence
- Geared towards working in a collaborative environment

SKILLS REQUIRED

- Strong networking abilities and confidence to engage with church networks
- Strong interpersonal skills, relatable and non-judgemental.
- Excellent communication skills, being able to communicate content to a variety of contexts and cultures on various platforms
- Innovative and entrepreneurial, creative and an outside-the-box thinker.
- Ability to maintain effective quality assurance systems and to collect and manage qualitative and quantitative data.
- Ability to manage, motivate and facilitate personal and professional development in a supportive way.
- Ability to work independently, problem solve, be flexible and take initiative

MINIMUM REQUIREMENTS

- 2-3 years of experience training and facilitating training with Adults
- It is essential that the Candidate is fluent in English and an African Language, namely, isiXhosa or isiZulu
- Is an active church member who lives out Christian faith-based ethos
- Able to Travel out of Cape Town areas may be required (up to 6 times per year)
- Has solid administrative skills
- Willingness to contribute to the values and ethos of Common Good is essential
- A driver's license is essential. Own transport is advantageous

APPLICATIONS

To apply, please send a motivational *cover letter*, your *CV*, *two recent work references*, and the "*consent by job applicant*" form by **Friday, 23 August 2024**.

TO: applications@commongood.org.za

REF: Indicate the job title in the subject line.

NOTE: An application will not in itself entitle the applicant to an interview or appointment. Applicants who fail to meet the minimum requirements will be automatically disqualified from consideration. Applicants who do not receive a reply within one month of submission should deem their application to have been unsuccessful. We reserve the right not to fill the position.

CONSENT BY JOB APPLICANT

APPLICANT FULL NAME AND SURNAME:

("Candidate")

This consent is provided by the Candidate in consideration of the obligations imposed by the *Protection of Personal Information Act, 2013 (POPIA)*. The Candidate acknowledges that he or she is free to refuse this consent. However, as a result of his or her refusal, the Candidate's application for the relevant vacancy will not be considered any further. The Candidate consents as follows:

Protection of Personal Information

1. The Candidate hereby consents to the collection, processing, and further processing of his or her personal information and/or special personal information, as defined by POPIA by Common Good Foundation ("Common Good") for the purposes of consideration of the Candidate in the recruitment process for which he or she has applied, and all further legitimate organisational purposes related thereto.
2. The Candidate hereby further consents to the collection, processing, and further processing of his or her personal information and/or special personal information, as defined by POPIA by a supplier of Common Good where external recruitment specialists, verification agencies, and/or human resource consultants are utilised, and all further legitimate organisational purposes related thereto. The Candidate consents to Common Good sharing his or her personal information and/or special personal information with such a supplier, alternatively, Common Good is permitted to instruct the Candidate to share personal information and/or special personal information with such a supplier directly and to deal with them directly.
3. Processing may include the collection, receipt, recording, organization, collation, storage, updating or modification, retrieval, alteration, consultation, use; dissemination by means of transmission, distribution or making available in any other form; or merging, linking, as well as restriction, degradation, erasure, or destruction of information.
4. The Candidate undertakes to make available to Common Good all necessary personal information required for the purpose of considering and vetting the Candidate for the particular vacancy in question and to ensure that this information is updated as necessary. Further to this, the Candidate consents to provide Common Good or a supplier (as per above) with any personal information and/or special personal information for the purposes of the recruitment process and its related steps.
5. The Candidate consents to the collection of personal information and/or special personal information from another source other than the Candidate where this is necessary for the purpose described above.
6. For the purposes of this consent, "special personal information" is defined as religious or philosophical beliefs, race or ethnic origin, trade union membership, political persuasion, health and medical records, any biometric information of the Candidate; and may include criminal behaviour or records of the Candidate to the extent such data relates to the alleged commission of the Candidate of an offence or any proceedings in respect of any offence allegedly committed by the Candidate or the disposal of such proceedings.
7. Common Good undertakes that it will only process special personal information where it is necessary for a reasonable and legitimate purpose relating to the Candidate's recruitment, the processing/consideration thereof, or an objectively legitimate and related organisational purpose. It is on this basis that the Candidate consents to provide Common Good or one of Common Good's suppliers with special personal information when requested.
8. The Candidate consents to Common Good's retention of his or her personal information and/or special personal information beyond the completion of the recruitment process, as far as is permitted or required by law. Should the Candidate be successful, the personal information and/or special personal information will necessarily be retained for the duration of the Candidate's employment and the Candidate will be provided with separate documentation to deal with POPIA for the employment relationship. Should the Candidate be unsuccessful in the recruitment process, following the completion of the process, Common Good will destroy, delete or de-identify such information as soon as reasonably practicable after it is no longer authorised to retain the information or after the information is no longer needed for the purpose for which it was collected.

SIGNED by Candidate:

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(signature above)

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Date