Vacancy

Keeping Girls in School Supervisor – AGYW Programme

MIET AFRICA is a sub recipient of NACOSA, the primary recipient of the Adolescent Girls and Young Women’s (AGYW) Programme, in and out of school of the Global Fund grant for the period 1 April 2019 to 31 March 2022.

MIET AFRICA requires a Keeping Girls in School (KGIS) Supervisor to take responsibility for the effective supervision and implementation of the KGIS aspect of the AGYW programme in Tshwane 1 sub-district (Tshwane). This is a contract position, and the successful applicant will be based at MIET AFRICA’s district office in Soshanguve, Tshwane, Gauteng.

Key Performance Tasks

- Supervise the implementation of all KGIS-related activities in selected schools in the sub district
- Provide support to and manage field workers (care and support champions and peer group trainers) working on the programme
- Manage the budget, for all activities in the sub district
- Establish and maintain positive working relationships across different government departments and other stakeholders/partners and in particular, with School-Based Management Teams
- Ensure effective and timeous planning, monitoring, and reporting on the programme
- Contribute to M&E activities, including the capturing, storing and reporting of all data
- Manage effective communication and flow of information across the programme in the district and with other AGYW team members

Requirements

- Grade 12 or equivalent
- Minimum of 3 years appropriate / recognizable experience with relevant qualification/s
- Certificate in auxiliary social work and parenting programmes, or a healthcare qualification
- Current registration with a relevant professional body eg SANAC - experience, knowledge and understanding of the education, health (particularly community health) and development environments
• Previous experience of working with government and development partners will be an advantage
• Minimum of three years’ experience in overseeing and supervising others within a healthcare/education environment, including selecting, training and evaluating staff
• Experience in adolescent and youth interventions will be an advantage
• Previous experience in overseeing M&E/data collection will be an advantage
• Excellent management, planning and organizational skills
• Excellent communication skills, both verbal and written in English, Sotho/Tswana and isiZulu
• Ability to work independently and as part of a team essential

Interested applicants should email the following documents:

1) A letter of application, clearly stating “KGIS Supervisor, GP”
2) Curriculum Vitae
3) Copy of ID or passport
4) Copy of driver’s license
5) Copy of qualifications
6) Copy of work permit (in the case of non-South Africans)

To: HR Department, MIET AFRICA

Email: applications@miet.co.za

The remuneration package will be negotiated with the successful applicant. Incomplete applications will not be considered.

MIET AFRICA reserves the right not to fill the post, or to re-advertise to widen the pool of applicants. It also reserves the right to do a complete verification of all information supplied.

Closing date for applications is Monday, 29 November 2021.

Only shortlisted candidates will be contacted.