



It starts with a story...

**Email:** info@nalibali.org **Website:** www.nalibali.org **Twitter:** @nalibaliSA **Facebook:** nalibaliSA

## **Literacy Mentor, Standard Bank-Nal'ibali Schools Project (Gauteng)**

*Nal'ibali (isiXhosa for "here's the story") is a national reading-for-enjoyment campaign. It seeks to spark and embed a culture of reading across South Africa, so that reading, writing, and sharing stories – in all South African languages – is part of everyday life.*

*Children who are surrounded by print and immersed in great and well-told stories – in languages they understand – are more curious, confident and motivated to learn. They develop vocabulary, strengthen memory, and nurture imagination. They're more likely to become readers themselves, and to do well in school across all subjects.*

*Since 2012, Nal'ibali has worked with state, civil society and business partners to make sure every South African child has opportunities to fall in love with books and stories. Through advocacy, training, and high-quality reading material, Nal'ibali is helping to nurture a reading nation.*

***We are looking for a motivated individual with a passion for literacy to lead the Standard Bank-Nal'ibali Schools Project team in Gauteng and Limpopo.***

### **Job Overview:**

The Literacy Mentor is responsible for coordinating all the activities of the Standard Bank-Nal'ibali Schools Project in Gauteng and Limpopo. They will work with a team of fieldworkers (Story Sparkers) to provide leadership and oversight to partner schools and community-based volunteers implementing the reading-for-enjoyment campaign in their schools/communities. They will be responsible for ensuring that project goals and targets are achieved and that the schools and communities are inspired to build and sustain a culture of reading-for-enjoyment. The Literacy Mentor will also coordinate the volunteer programme for Standard Bank, ensuring that Standard Bank employees have opportunities to volunteer at reading clubs and literacy events.

### **Key responsibilities include:**

- In collaboration with the Special Projects Manager, interact with partners and stakeholders in order to identify needs and requirements for project implementation.
- Serve as key liaison and attend provincial/district/partner meetings.
- Collate, quality assure and submit monthly workplans for Story Sparkers.
- Provide supervision, support and mentorship to Story Sparkers and monitor their performance.
- Ensure that the project team follows best practices and standard operating procedures for the project.
- Provide regular updates on project status and concerns, and where necessary, troubleshoot in consultation with the Special Projects Manager.
- Ensure that all project-related documents are properly updated and maintained.
- Plan, coordinate and assist in conducting training sessions.
- Assist in the identification of any implementation problems/bottlenecks, escalate them through relevant channels, and develop remedial actions in collaboration with local key stakeholders or Special Projects Manager.
- Conduct regular supervisory site visits.
- Identify and document lessons learned, and use existing platforms to disseminate lessons learned.





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**Requirements:**

- A self-starter who is excited to develop and shape a new project
- Minimum 3-5 years' field work experience in the NGO sector
- Relevant degree or diploma advantageous
- Sound knowledge of literacy development and/or the education sector in South Africa
- Experience in managing and mentoring geographically dispersed teams of junior staff
- Excellent written and verbal skills in English and one other South African official language
- Good MS Office skills and ability to work on different Microsoft packages
- Driver's license and willingness to travel essential
- Team management experience
- Project management
- Good interpersonal skills

Suitable candidates should forward motivational letter and CV to [work@nalibali.org](mailto:work@nalibali.org), with your name and surname, position title on the subject line. (e.g. Joe Soap: Literacy Mentor – Standard Bank Project).

**Closing date: 28 February 2020**

*Please note that feedback will be only provided to shortlisted candidates.*

