



> Postal Address: Box 36397 Glosderry 7702

Team Leaders – Eastern Cape: Ngqushwa- Dabane and Town Centre

In partnership with the Social Employment Fund (SEF)

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.

Job Overview: Nal'ibali seeks to employ 65 Team Leaders across various provinces for 16 hours / 2 days per week for approximately 10 months. This is a project undertaken in partnership with the Social Employment Fund to promote job creation.

Team Leadership	 Oversee and support a team of a minimum of 10 Literacy Facilitators, who run educational activities for children and parents and distribute reading material. Ensure Literacy Facilitators have an updated Daily Schedule, sign in on site at the start of each day, and report back on site at the end of each day.
Community and Stakeholder Engagement	 Build relationships with local leaders, organizations and stakeholders and facilitate project entry into Early Childhood Development (ECD) centres, schools and communities. Once relationships are established, communicate and coordinate with local leaders, partners, and key stakeholders on behalf of the project and maintain relationships through regular communication. Provide leadership in the identification of families, ECD centres and schools who will participate in the programme. Support Literacy Facilitators' weekly activities, which include sessions conducted at ECD centres, schools, households, reading clubs; community activations, and distributing reading materials. Visit each team of 2 Literacy.
	 activations, and distributing reading materials. Visit each team of 2 Literacy Facilitators to observe their work, participate, ensure key tasks take place (e.g. reading aloud, storytelling, distributing reading materials), and provide feedback. Coordinate community activations as scheduled for the team. Present progress reports in local stakeholder forums.
Project implementation	 General: Provide regular updates on project status and concerns to the Provincial Administrator. Identify, troubleshoot, and solve challenges arising, with support from Provincial Administrator and/or Provincial Coordinator where necessary. Proactively identify bottlenecks and threats, propose solutions, and escalate through the relevant channels. Ensure all project teams adhere to the Nal'ibali Code of Conduct, core values and behaviour, Child Protection Policy; and report any allegations of misconduct to the Provincial Administrator for further investigation.
	Project-specific: • Ensure that weekly meetings take place with the entire team of Literacy Facilitators, which include debriefing (reflection and learning) and planning.







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	Share key lessons with the Provincial Administrator.
Monitoring, Evaluation, Reporting and Administration	 Use Kwantu app for daily attendance and timekeeping of all Literacy Facilitators. Share weekly/monthly plans of key activities with the Project Administrator. Ensure that daily and weekly M&E data and impact stories are collected and submitted via approved data collection tools in the correct format.

Qualifications/Experience/Knowledge/Skills required:

- Matric pass
- Must present a professional appearance and a friendly manner
- Must be dependable and punctual
- Be self-directed, willing to take initiative, and detail-oriented
- Confident and skilled using smart phones, including WhatsApp, online forms and social media
- Computer skills are desired, but not necessary
- 1 year community work experience in NGO sector (programme implementation, community development, stakeholder engagement) or school, ECD centre or library
- Working in literacy development, education and training, early childhood development and/or other community-based development initiatives desirable
- Working on behaviour change campaigns desirable
- Fluent (written and spoken) in a local language and English.
- Excellent interpersonal and communication skills.
- Track record of honesty, integrity, respect for others and teamwork.
- Interest in children's welfare, and able to communicate with children.
- A persuasive person who can sell the project's vision to others and inspire and motivate a team to deliver on ambitious project goals.
- Strong work ethics, attention to detail, able to juggle and prioritize competing tasks.

Criteria:

- Must be unemployed or partially employed and available immediately
- Must not be participating in any other government employment scheme, e.g. EPWP or CWP
- Between the ages of 18 -60
- Must be based in Cape Town

Should you meet the above requirements and criteria, please complete the application via Google Form (<u>SEF 4 Recruitment Link_Eastern Cape</u>)

Closing date: 7 November 2025

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For further information please have a look at our website www.nalibali.org.







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Team Leaders – Eastern Cape: Ntabozuko kamQhayi

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Team	Oversee and support a team of a minimum of 10 Literacy Facilitators, who run
Leadership	educational activities for children and parents and distribute reading material.
	 Ensure Literacy Facilitators have an updated Daily Schedule, sign in on site at the start of each day, and report back on site at the end of each day.
Community and	Build relationships with local leaders, organizations and stakeholders and
Stakeholder	facilitate project entry into Early Childhood Development (ECD) centres,
Engagement	schools and communities.
	Once relationships are established, communicate and coordinate with local
	leaders, partners, and key stakeholders on behalf of the project and maintain
	relationships through regular communication.
	Provide leadership in the identification of families, ECD centres and schools
	who will participate in the programme.
	Support Literacy Facilitators' weekly activities, which include sessions
	conducted at ECD centres, schools, households, reading clubs; community
	activations, and distributing reading materials. Visit each team of 2 Literacy
	Facilitators to observe their work, participate, ensure key tasks take place
	(e.g. reading aloud, storytelling, distributing reading materials), and provide
	feedback.
	Coordinate community activations as scheduled for the team.
	Present progress reports in local stakeholder forums.
Project	General:
implementation	Provide regular updates on project status and concerns to the Provincial
	Administrator.
	Identify, troubleshoot, and solve challenges arising, with support from
	Provincial Administrator and/or Provincial Coordinator where necessary.
	Proactively identify bottlenecks and threats, propose solutions, and escalate
	through the relevant channels.
	Ensure all project teams adhere to the Nal'ibali Code of Conduct, core values
	and behaviour, Child Protection Policy; and report any allegations of
	misconduct to the Provincial Administrator for further investigation.
	Project-specific:
	Ensure that weekly meetings take place with the entire team of Literacy
	Facilitators, which include debriefing (reflection and learning) and planning.







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	Share key lessons with the Provincial Administrator.
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Qualifications/Experience/Knowledge/Skills required:

- Matric pass
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- Confident and skilled using smart phones, including WhatsApp, online forms and social media
- Computer skills are desired, but not necessary
- 1 year community work experience in NGO sector (programme implementation, community development, stakeholder engagement) or school, ECD centre or library
- Working in literacy development, education and training, early childhood development and/or other community-based development initiatives desirable
- Working on behaviour change campaigns desirable
- Fluent (written and spoken) in a local language and English.
- Excellent interpersonal and communication skills.
- Track record of honesty, integrity, respect for others and teamwork.
- Interest in children's welfare, and able to communicate with children.
- A persuasive person who can sell the project's vision to others and inspire and motivate a team to deliver on ambitious project goals.
- Strong work ethics, attention to detail, able to juggle and prioritize competing tasks.

Criteria:

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Team Leaders – Eastern Cape: Lilitha Township

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Team	Oversee and support a team of a minimum of 10 Literacy Facilitators, who run
Leadership	educational activities for children and parents and distribute reading material.
	Ensure Literacy Facilitators have an updated Daily Schedule, sign in on site at
	the start of each day, and report back on site at the end of each day.
Community and	Build relationships with local leaders, organizations and stakeholders and
Stakeholder	facilitate project entry into Early Childhood Development (ECD) centres,
Engagement	schools and communities.
3.3.	Once relationships are established, communicate and coordinate with local
	leaders, partners, and key stakeholders on behalf of the project and maintain
	relationships through regular communication.
	Provide leadership in the identification of families, ECD centres and schools
	who will participate in the programme.
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	Support Literacy Facilitators' weekly activities, which include sessions
	conducted at ECD centres, schools, households, reading clubs; community
	activations, and distributing reading materials. Visit each team of 2 Literacy
	Facilitators to observe their work, participate, ensure key tasks take place
	(e.g. reading aloud, storytelling, distributing reading materials), and provide
	feedback.
	Coordinate community activations as scheduled for the team.
	Present progress reports in local stakeholder forums.
Project	General:
implementation	Provide regular updates on project status and concerns to the Provincial
	Administrator.
	Identify, troubleshoot, and solve challenges arising, with support from
	Provincial Administrator and/or Provincial Coordinator where necessary.
	Proactively identify bottlenecks and threats, propose solutions, and escalate
	through the relevant channels.
	Ensure all project teams adhere to the Nal'ibali Code of Conduct, core values
	and behaviour, Child Protection Policy; and report any allegations of
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- Confident and skilled using smart phones, including WhatsApp, online forms and social media
- Computer skills are desired, but not necessary
- 1 year community work experience in NGO sector (programme implementation, community development, stakeholder engagement) or school, ECD centre or library
- Working in literacy development, education and training, early childhood development and/or other community-based development initiatives desirable
- Working on behaviour change campaigns desirable
- Fluent (written and spoken) in a local language and English.
- Excellent interpersonal and communication skills.
- Track record of honesty, integrity, respect for others and teamwork.
- Interest in children's welfare, and able to communicate with children.
- A persuasive person who can sell the project's vision to others and inspire and motivate a team to deliver on ambitious project goals.
- Strong work ethics, attention to detail, able to juggle and prioritize competing tasks.

Criteria:

- Must be unemployed or partially employed and available immediately
- Must not be participating in any other government employment scheme, e.g. EPWP or CWP
- Between the ages of 18 -60
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Team Leaders – Eastern Cape: Queenstown-Enkululekweni

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Job Overview: Nal'ibali seeks to employ 65 Team Leaders across various provinces for 16 hours / 2 days per week for approximately 10 months. This is a project undertaken in partnership with the Social Employment Fund to promote job creation.

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Team Leadership	 Oversee and support a team of a minimum of 10 Literacy Facilitators, who run educational activities for children and parents and distribute reading material. Ensure Literacy Facilitators have an updated Daily Schedule, sign in on site at
	the start of each day, and report back on site at the end of each day.
Community and Stakeholder Engagement	 Build relationships with local leaders, organizations and stakeholders and facilitate project entry into Early Childhood Development (ECD) centres, schools and communities.
	 Once relationships are established, communicate and coordinate with local leaders, partners, and key stakeholders on behalf of the project and maintain relationships through regular communication.
	 Provide leadership in the identification of families, ECD centres and schools who will participate in the programme.
	 Support Literacy Facilitators' weekly activities, which include sessions conducted at ECD centres, schools, households, reading clubs; community activations, and distributing reading materials. Visit each team of 2 Literacy Facilitators to observe their work, participate, ensure key tasks take place (e.g. reading aloud, storytelling, distributing reading materials), and provide feedback.
	Coordinate community activations as scheduled for the team.
	Present progress reports in local stakeholder forums.
Project	General:
implementation	 Provide regular updates on project status and concerns to the Provincial Administrator. Identify, troubleshoot, and solve challenges arising, with support from Provincial Administrator and/or Provincial Coordinator where necessary. Proactively identify bottlenecks and threats, propose solutions, and escalate through the relevant channels. Ensure all project teams adhere to the Nal'ibali Code of Conduct, core values
	and behaviour, Child Protection Policy; and report any allegations of misconduct to the Provincial Administrator for further investigation.
	Project-specific:
	 Ensure that weekly meetings take place with the entire team of Literacy Facilitators, which include debriefing (reflection and learning) and planning.







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	Share key lessons with the Provincial Administrator.
Monitoring, Evaluation, Reporting and Administration	 Use Kwantu app for daily attendance and timekeeping of all Literacy Facilitators. Share weekly/monthly plans of key activities with the Project Administrator. Ensure that daily and weekly M&E data and impact stories are collected and submitted via approved data collection tools in the correct format.

Qualifications/Experience/Knowledge/Skills required:

- Matric pass
- Must present a professional appearance and a friendly manner
- Must be dependable and punctual
- Be self-directed, willing to take initiative, and detail-oriented
- Confident and skilled using smart phones, including WhatsApp, online forms and social media
- Computer skills are desired, but not necessary
- 1 year community work experience in NGO sector (programme implementation, community development, stakeholder engagement) or school, ECD centre or library
- Working in literacy development, education and training, early childhood development and/or other community-based development initiatives desirable
- Working on behaviour change campaigns desirable
- Fluent (written and spoken) in a local language and English.
- Excellent interpersonal and communication skills.
- Track record of honesty, integrity, respect for others and teamwork.
- Interest in children's welfare, and able to communicate with children.
- A persuasive person who can sell the project's vision to others and inspire and motivate a team to deliver on ambitious project goals.
- Strong work ethics, attention to detail, able to juggle and prioritize competing tasks.

Criteria:

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Team Leaders – Eastern Cape: Sterkspruit

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Job Overview: Nal'ibali seeks to employ 65 Team Leaders across various provinces for 16 hours / 2 days per week for approximately 10 months. This is a project undertaken in partnership with the Social Employment Fund to promote job creation.

Team Leadership	 Oversee and support a team of a minimum of 10 Literacy Facilitators, who run educational activities for children and parents and distribute reading material.
, , ,	Ensure Literacy Facilitators have an updated Daily Schedule, sign in on site at the start of each day, and report back on site at the end of each day.
Community and Stakeholder Engagement	 Build relationships with local leaders, organizations and stakeholders and facilitate project entry into Early Childhood Development (ECD) centres, schools and communities. Once relationships are established, communicate and coordinate with local leaders, partners, and key stakeholders on behalf of the project and maintain relationships through regular communication. Provide leadership in the identification of families, ECD centres and schools who will participate in the programme. Support Literacy Facilitators' weekly activities, which include sessions conducted at ECD centres, schools, households, reading clubs; community activations, and distributing reading materials. Visit each team of 2 Literacy Facilitators to observe their work, participate, ensure key tasks take place (e.g. reading aloud, storytelling, distributing reading materials), and provide feedback.
	Coordinate community activations as scheduled for the team. Present progress reports in least stakeholder for the team.
	Present progress reports in local stakeholder forums.
Project	General:
implementation	 Provide regular updates on project status and concerns to the Provincial Administrator. Identify, troubleshoot, and solve challenges arising, with support from Provincial Administrator and/or Provincial Coordinator where necessary. Proactively identify bottlenecks and threats, propose solutions, and escalate through the relevant channels. Ensure all project teams adhere to the Nal'ibali Code of Conduct, core values and behaviour, Child Protection Policy; and report any allegations of misconduct to the Provincial Administrator for further investigation.
	Project-specific:
	Ensure that weekly meetings take place with the entire team of Literacy Facilitators, which include debriefing (reflection and learning) and planning.







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	Share key lessons with the Provincial Administrator.
Monitoring, Evaluation, Reporting and Administration	 Use Kwantu app for daily attendance and timekeeping of all Literacy Facilitators. Share weekly/monthly plans of key activities with the Project Administrator. Ensure that daily and weekly M&E data and impact stories are collected and submitted via approved data collection tools in the correct format.

Qualifications/Experience/Knowledge/Skills required:

- Matric pass
- Must present a professional appearance and a friendly manner
- Must be dependable and punctual
- Be self-directed, willing to take initiative, and detail-oriented
- Confident and skilled using smart phones, including WhatsApp, online forms and social media
- Computer skills are desired, but not necessary
- 1 year community work experience in NGO sector (programme implementation, community development, stakeholder engagement) or school, ECD centre or library
- Working in literacy development, education and training, early childhood development and/or other community-based development initiatives desirable
- Working on behaviour change campaigns desirable
- Fluent (written and spoken) in a local language and English.
- Excellent interpersonal and communication skills.
- Track record of honesty, integrity, respect for others and teamwork.
- Interest in children's welfare, and able to communicate with children.
- A persuasive person who can sell the project's vision to others and inspire and motivate a team to deliver on ambitious project goals.
- Strong work ethics, attention to detail, able to juggle and prioritize competing tasks.

Criteria:

- Must be unemployed or partially employed and available immediately
- Must not be participating in any other government employment scheme, e.g. EPWP or CWP
- Between the ages of 18 -60
- Must be based in Cape Town

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Team Leaders – Eastern Cape: Berthesda

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Job Overview: Nal'ibali seeks to employ 65 Team Leaders across various provinces for 16 hours / 2 days per week for approximately 10 months. This is a project undertaken in partnership with the Social Employment Fund to promote job creation.

Team Leadership	Oversee and support a team of a minimum of 10 Literacy Facilitators, who run distribute reading material.
Leadership	educational activities for children and parents and distribute reading material.
	Ensure Literacy Facilitators have an updated Daily Schedule, sign in on site at
	the start of each day, and report back on site at the end of each day.
Community and	Build relationships with local leaders, organizations and stakeholders and
Stakeholder	facilitate project entry into Early Childhood Development (ECD) centres,
Engagement	schools and communities.
	Once relationships are established, communicate and coordinate with local
	leaders, partners, and key stakeholders on behalf of the project and maintain
	relationships through regular communication.
	Provide leadership in the identification of families, ECD centres and schools
	who will participate in the programme.
	Support Literacy Facilitators' weekly activities, which include sessions
	conducted at ECD centres, schools, households, reading clubs; community
	activations, and distributing reading materials. Visit each team of 2 Literacy
	Facilitators to observe their work, participate, ensure key tasks take place
	(e.g. reading aloud, storytelling, distributing reading materials), and provide
	feedback.
	Coordinate community activations as scheduled for the team.
	Present progress reports in local stakeholder forums.
Project	General:
implementation	Provide regular updates on project status and concerns to the Provincial
	Administrator.
	Identify, troubleshoot, and solve challenges arising, with support from
	Provincial Administrator and/or Provincial Coordinator where necessary.
	Proactively identify bottlenecks and threats, propose solutions, and escalate
	through the relevant channels.
	Ensure all project teams adhere to the Nal'ibali Code of Conduct, core values
	and behaviour, Child Protection Policy; and report any allegations of
	misconduct to the Provincial Administrator for further investigation.
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	Project-specific:
	Ensure that weekly meetings take place with the entire team of Literacy
	Facilitators, which include debriefing (reflection and learning) and planning.







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- Working on behaviour change campaigns desirable
- Fluent (written and spoken) in a local language and English.
- Excellent interpersonal and communication skills.
- Track record of honesty, integrity, respect for others and teamwork.
- Interest in children's welfare, and able to communicate with children.
- A persuasive person who can sell the project's vision to others and inspire and motivate a team to deliver on ambitious project goals.
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Team Leaders – Eastern Cape: Cofimvaba - Ncora

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Team	Oversee and support a team of a minimum of 10 Literacy Facilitators, who run
Leadership	educational activities for children and parents and distribute reading material.
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	the start of each day, and report back on site at the end of each day.
Community and	Build relationships with local leaders, organizations and stakeholders and
Stakeholder	facilitate project entry into Early Childhood Development (ECD) centres,
Engagement	schools and communities.
3.3.	Once relationships are established, communicate and coordinate with local
	leaders, partners, and key stakeholders on behalf of the project and maintain
	relationships through regular communication.
	Provide leadership in the identification of families, ECD centres and schools
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	Support Literacy Facilitators' weekly activities, which include sessions
	conducted at ECD centres, schools, households, reading clubs; community
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	Coordinate community activations as scheduled for the team.
	Present progress reports in local stakeholder forums.
Project	General:
implementation	Provide regular updates on project status and concerns to the Provincial
	Administrator.
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	Project-specific:
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- Working on behaviour change campaigns desirable
- Fluent (written and spoken) in a local language and English.
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- Track record of honesty, integrity, respect for others and teamwork.
- Interest in children's welfare, and able to communicate with children.
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Team Leaders – Eastern Cape: Cofimvaba – St Marks

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Job Overview: Nal'ibali seeks to employ 65 Team Leaders across various provinces for 16 hours / 2 days per week for approximately 10 months. This is a project undertaken in partnership with the Social Employment Fund to promote job creation.

Team	Oversee and support a team of a minimum of 10 Literacy Facilitators, who run
Leadership	educational activities for children and parents and distribute reading material.
	 Ensure Literacy Facilitators have an updated Daily Schedule, sign in on site at the start of each day, and report back on site at the end of each day.
Community and	Build relationships with local leaders, organizations and stakeholders and
Stakeholder	facilitate project entry into Early Childhood Development (ECD) centres,
Engagement	schools and communities.
	Once relationships are established, communicate and coordinate with local
	leaders, partners, and key stakeholders on behalf of the project and maintain
	relationships through regular communication.
	Provide leadership in the identification of families, ECD centres and schools
	who will participate in the programme.
	conducted at ECD centres, schools, households, reading clubs; community
	activations, and distributing reading materials. Visit each team of 2 Literacy
	Facilitators to observe their work, participate, ensure key tasks take place
	(e.g. reading aloud, storytelling, distributing reading materials), and provide
	feedback.
	 Coordinate community activations as scheduled for the team.
	Present progress reports in local stakeholder forums.
Project	General:
implementation	Provide regular updates on project status and concerns to the Provincial
	Administrator.
	 Identify, troubleshoot, and solve challenges arising, with support from
	Provincial Administrator and/or Provincial Coordinator where necessary.
	 Proactively identify bottlenecks and threats, propose solutions, and escalate
	through the relevant channels.
	Ensure all project teams adhere to the Nal'ibali Code of Conduct, core values
	and behaviour, Child Protection Policy; and report any allegations of
	misconduct to the Provincial Administrator for further investigation.
	Project-specific:
	Ensure that weekly meetings take place with the entire team of Literacy
	Facilitators, which include debriefing (reflection and learning) and planning.







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	Share key lessons with the Provincial Administrator.
Monitoring, Evaluation, Reporting and Administration	 Use Kwantu app for daily attendance and timekeeping of all Literacy Facilitators. Share weekly/monthly plans of key activities with the Project Administrator. Ensure that daily and weekly M&E data and impact stories are collected and submitted via approved data collection tools in the correct format.

Qualifications/Experience/Knowledge/Skills required:

- Matric pass
- Must present a professional appearance and a friendly manner
- Must be dependable and punctual
- Be self-directed, willing to take initiative, and detail-oriented
- Confident and skilled using smart phones, including WhatsApp, online forms and social media
- Computer skills are desired, but not necessary
- 1 year community work experience in NGO sector (programme implementation, community development, stakeholder engagement) or school, ECD centre or library
- Working in literacy development, education and training, early childhood development and/or other community-based development initiatives desirable
- Working on behaviour change campaigns desirable
- Fluent (written and spoken) in a local language and English.
- Excellent interpersonal and communication skills.
- Track record of honesty, integrity, respect for others and teamwork.
- Interest in children's welfare, and able to communicate with children.
- A persuasive person who can sell the project's vision to others and inspire and motivate a team to deliver on ambitious project goals.
- Strong work ethics, attention to detail, able to juggle and prioritize competing tasks.

Criteria:

- Must be unemployed or partially employed and available immediately
- Must not be participating in any other government employment scheme, e.g. EPWP or CWP
- Between the ages of 18 -60
- Must be based in Cape Town

Should you meet the above requirements and criteria, please complete the application via Google Form (<u>SEF 4 Recruitment Link_Eastern Cape</u>)

Closing date: 7 November 2025

Feedback will be provided to shortlisted candidates only.
For further information please have a look at our website www.nalibali.org.







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Team Leaders – Eastern Cape: Amalinda - ThunderForest

In partnership with the Social Employment Fund (SEF)

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.

Job Overview: Nal'ibali seeks to employ 65 Team Leaders across various provinces for 16 hours / 2 days per week for approximately 10 months. This is a project undertaken in partnership with the Social Employment Fund to promote job creation.

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Team Leadership	 Oversee and support a team of a minimum of 10 Literacy Facilitators, who run educational activities for children and parents and distribute reading material. Ensure Literacy Facilitators have an updated Daily Schedule, sign in on site at the state of each desired part of the state of the st
	the start of each day, and report back on site at the end of each day.
Community and Stakeholder Engagement	 Build relationships with local leaders, organizations and stakeholders and facilitate project entry into Early Childhood Development (ECD) centres, schools and communities. Once relationships are established, communicate and coordinate with local leaders, partners, and key stakeholders on behalf of the project and maintain
	relationships through regular communication.
	 Provide leadership in the identification of families, ECD centres and schools who will participate in the programme.
	 Support Literacy Facilitators' weekly activities, which include sessions conducted at ECD centres, schools, households, reading clubs; community activations, and distributing reading materials. Visit each team of 2 Literacy Facilitators to observe their work, participate, ensure key tasks take place (e.g. reading aloud, storytelling, distributing reading materials), and provide feedback.
	Coordinate community activations as scheduled for the team.
	Present progress reports in local stakeholder forums.
Project	General:
implementation	 Provide regular updates on project status and concerns to the Provincial Administrator. Identify, troubleshoot, and solve challenges arising, with support from Provincial Administrator and/or Provincial Coordinator where necessary.
	Proactively identify bottlenecks and threats, propose solutions, and escalate through the relevant channels.
	 Ensure all project teams adhere to the Nal'ibali Code of Conduct, core values and behaviour, Child Protection Policy; and report any allegations of misconduct to the Provincial Administrator for further investigation.
	Project-specific:
	Ensure that weekly meetings take place with the entire team of Literacy
	Facilitators, which include debriefing (reflection and learning) and planning.







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	Share key lessons with the Provincial Administrator.
Monitoring, Evaluation, Reporting and Administration	 Use Kwantu app for daily attendance and timekeeping of all Literacy Facilitators. Share weekly/monthly plans of key activities with the Project Administrator. Ensure that daily and weekly M&E data and impact stories are collected and submitted via approved data collection tools in the correct format.

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- Track record of honesty, integrity, respect for others and teamwork.
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