IKAMVA LABANTWANA BETHU

Supporting learning, opportunity and child wellbeing

Senior Facilitators

LOCATION Cape Town | **PROGRAMME / FUNCTION** Programmes

About Ikamva Labantwana Bethu

Ikamva Labantwana Bethu is a community-based non-profit organization operating in the Western Cape (Crossroads and Nyanga) and Eastern Cape (Paterson and Tarkastad). The organization is committed to transforming communities affected by poverty, crime, and social challenges into safe, thriving, and sustainable environments.

At the heart of its work is a commitment to improving the lives of children and young people through access to quality education, skills development, foster care support, and employment creation initiatives. Ikamva Labantwana Bethu empowers children to reach their full potential while equipping out-of-school youth with practical life skills, vocational competencies, and opportunities for economic participation.

Position purpose

Deliver high-quality learning and youth development sessions and provide practical guidance to facilitators and tutors across ILB programmes.

Role context

This role works across ILB's Cape Town educational and developmental programmes. It combines direct facilitation with coaching of colleagues and responsible support for learners whose engagement, confidence or wellbeing needs additional attention. Reports to

Key responsibilities

Programme and day-to-day delivery

- Plan and lead age-appropriate group sessions that develop academic confidence, life skills, teamwork and positive behaviour.
- Adapt activities for the needs and abilities of learners and young people, including participants who require additional support.
- Guide tutors and volunteers on session preparation, learner engagement, behaviour support and safe practice.
- Maintain session plans, registers, basic assessments and weekly progress notes in line with programme reporting requirements.

Coordination, safety and service quality

- Engage caregivers and schools appropriately on attendance and learning needs through agreed ILB communication processes.
- Support programme delivery at after-school clubs, youth events, camps and community outreach activities as scheduled.
- Identify and promptly escalate protection, psychosocial or learning concerns to the appropriate ILB staff member.
- Care for learning resources, maintain safe session spaces and participate in training and reflective programme reviews.

High-quality learning sessions and facilitator development

- Translate Learn4Life themes—including health, responsible decision-making, personal development, cultural identity and environment—into participatory sessions suitable for learners' ages.
- Build simple session objectives and check understanding through group discussion, practice tasks and learner reflections rather than attendance alone.
- Coach less-experienced facilitators through observation, constructive feedback and shared preparation of adaptable learning resources.
- Integrate respectful discussions of peer relationships, gender and safety into programmes without replacing the role of a social worker or qualified counsellor.
- Help plan special programme days, school-holiday activities and community events with clear supervision and participant safety arrangements.

- Identify learners who are withdrawn, repeatedly absent or struggling and make timely, documented referrals through ILB's approved pathway.

Expected results and service standards

- Sessions are purposeful, inclusive and consistently delivered to programme plans.
- Junior facilitators receive practical coaching and maintain accurate session records.
- Learner concerns are noticed early and referred appropriately.
- Ensure that Tutors and volunteers Implements their day to day.

Minimum requirements and experience

- Matric; a relevant education, youth work, community development or facilitation qualification is preferred.
- At least two years of direct experience facilitating educational or youth activities.
- Demonstrated group management, lesson planning and ability to support other facilitators.
- Sound written and spoken communication, record-keeping and basic digital literacy.
- Capacity to engage respectfully with children, caregivers and people from different backgrounds.
- Ability to translate written learning content into accessible, participatory activities and demonstrate constructive group facilitation.

Core competencies

Confident facilitation; patience; creativity; mentoring; inclusion; reliable follow-through.

Working relationships

Works with the Branch Coordinator, tutors, youth programme staff, schools and caregivers through authorised communication channels.

Safeguarding, confidentiality and professional conduct

All personnel must protect the dignity, privacy and rights of children and young people; maintain appropriate professional boundaries; follow ILB's safeguarding, incident-reporting and confidentiality processes; and complete suitability checks applicable to their duties. Concerns about abuse, neglect or exploitation must be referred promptly through authorised channels, not investigated informally by unqualified staff.

How to apply

- Interested candidates are invited to apply by submitting a comprehensive CV and a motivation letter via email to ikamvajobs@ikamvalabantwana.org
- Applications must be received no later than 11 December 2026 at 12:00 PM. Late applications will not be considered.
- Only shortlisted candidates will be contacted. If you do not receive feedback within six weeks of the closing date, please consider your application unsuccessful.