



Part Time - Grade R Setswana Trainer

(in areas surrounding Postmasburg, Danielskuil or Lime Acres)

Contract: Fixed term (15 January 2024 - 31 December 2025)

Contractual number of days: 90 days (2024) and 70 days (2025)

Wordworks is an established non-profit organisation focused on early language and literacy development at home, in the community, ECD centres and schools. We are known for our high quality, multilingual resources and training, and for our innovative and effective programmes.

Project background: The Lesedi Solar Park Trust, in partnership with Wordworks, is embarking on a project focused on establishing firm literacy foundations in Grade R that are envisaged to improve overall educational outcomes of learners in schools around the Lesedi Solar Park in the Northern Cape. Wordworks will implement a Grade R language and literacy intervention in **four (4) schools** where teachers will be trained and supported to effectively implement a structured Grade R Home Language programme.

To deliver this project, Wordworks seeks to appoint a **part-time Setswana Trainer** to train and support Grade R teachers in implementing its Home Language programme during 2024 and 2025. The trainer will first undergo training on Wordworks' programmes and in turn, train and support Grade R teachers to implement them.

Trainer responsibilities:

Grade R Training & Support:

- Undergo training offered by Wordworks on the Grade R Home Language classroom programme (Stellar) to be conducted in Cape Town.
- Train Grade R teachers to implement the Home Language Programme in the classroom.
- Ensure sustainability of the Programme in close collaboration with Education Department officials, (Grade R) Foundation Phase and the schools' SMTs.
- Offer the Grade R Programme in a blended model that includes face-to-face training, WhatsApp support and sharing, and mobile applications for content for teaching.
- Undertake Grade R classroom visits and after school reflection at the four (4) selected schools.
- Facilitate Community of Practice (CoP) sessions with trained teachers.

School Management Team Support

- Support the Wordworks team in orientating School Management Teams (SMT) and specifically, Foundation Phase Department Heads, to the Home Language Programme.
- Engage with the SMTs to ensure the inclusion of Grade R in the Foundation Phase.
- Ensure the accurate distribution of programme learning and teaching support materials (LTSMs) to schools and set up, support and monitor systems to ensure their safekeeping and appropriate dissemination.

Project Monitoring

- Participate in data collection for a situational analysis.
- Collect training feedback and support the Wordworks Monitoring, Evaluation & Learning (MEL)
- Team where required with regard to Setswana feedback or else.
- Provide routine implementation data during the course of the programme activities and at key points during the implementation cycle.
- Monitor the management of LTSMs at schools.

Liaison with the Lesedi Solar Park Trust Stakeholders

- Liaise with/provide requisite information and support to the stakeholders of the Trust.

Job requirements:

- Teaching or relevant degree/diploma specialising in Grade R/Foundation Phase.
- Minimum of 5 years' experience as a teacher in Foundation Phase **in Setswana** (non-negotiable), preferably in Grade R.
- Sound knowledge of the Foundation Phase Curriculum Assessment Policy Statement (CAPS) and particularly of the Grade R statements.
- **Fluency in Afrikaans will be an advantage.**
- Demonstrated experience in training, mentoring and facilitating. Management experience would be an advantage.
- Experience of working in remote areas and collaborating remotely with colleagues, and willingness to connect virtually with the Cape Town / other Wordworks locale team.
- Candidate who readily takes responsibility, is able to work independently, is reliable, flexible and innovative.
- High levels of commitment, a strong work ethic, and firm values are fundamental traits required in this position, including stakeholder engagement sensitivities.
- SACE registration.
- Ability to problem solve in complex environments.
- Valid Code 8 Driver's licence and own car for travel.
- **Willing to work highly flexible hours (training may have to take place on Saturdays).**

Applications

Only local candidates (in areas surrounding Postmasburg, Danielskuil and Lime Acres) will be considered. PLEASE DO NOT APPLY if you are not based in these areas unless you are willing to relocate.

Interested candidates should forward a 3-page CV and an application letter to recruitment@wordworks.org.za by **29 November 2023**. Shortlisted candidates will be contacted by **01 December 2023**

Please note that only shortlisted applicants will be contacted for interviews and for additional documentation. If you have not been contacted within a month after the closing date of this advertisement, please accept that your application was unsuccessful.

For more information on the organisation and our programmes please visit: www.wordworks.org.za and <https://www.wordworks.org.za/stellar-home-language/>