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JumpStart (Mr Price Foundation): Work Experience Programme 2024 Apply Here

Description

We are seeking a Work Experience Programme Coordinator to join our team at JumpStart (Mr Price Foundation). The successful candidate will play a pivotal role in facilitating and overseeing our work experience programme, which is designed to provide young adults with hands-on exposure to real workplace environments. As the Work Experience Programme Coordinator, you will be instrumental in helping participants gain practical skills, build their networks, and prepare for a successful transition into the workforce.

Responsibilities

- **Program Development:** Collaborate with the JumpStart team to design and develop engaging work experience programmes that align with industry needs and participant goals.
- **Participant Selection:** Coordinate the selection and recruitment of participants, ensuring the programme's inclusivity and diversity.
- **Partner Engagement:** Establish and maintain relationships with local businesses, organizations, and industry partners to secure work experience opportunities for participants.
- **Orientation and Training:** Conduct program orientations, provide training sessions, and offer ongoing support to participants to prepare them for their work experience placements.
- **Placement Management:** Oversee the allocation of participants to various work experience placements, ensuring a positive match between their skills and the requirements of the host organizations.
- **Monitoring and Evaluation:** Implement a robust monitoring and evaluation system to assess participants' progress and the effectiveness of the programme.
- **Mentorship and Support:** Facilitate mentorship relationships between participants and experienced professionals, providing guidance and support throughout the work experience period.
- **Reporting:** Generate regular reports on programme outcomes, participant success stories, and areas for improvement.
- **Stakeholder Communication:** Maintain open and transparent communication with participants, host organizations, and other stakeholders, addressing any concerns or issues that may arise.

Qualifications

- Bachelor's degree in a relevant field (e.g., Education, Business, Social Sciences).
- Previous experience in program coordination, education, or youth development is a strong asset.
- Strong interpersonal and communication skills, with the ability to engage with diverse groups of people.
- Organizational skills and attention to detail are critical for coordinating multiple program elements.

Hiring organization

Explore JumpStart (Mr Price Foundation)

Employment Type

Intern

Duration of employment

3 Months

Industry

Retail

Job Location

Johannesburg, Gauteng, South Africa, 2000, Johannesburg, Gauteng, South Africa

Working Hours

09

Date posted

November 26, 2024

Valid through

11.10.2025

- Knowledge of the South African employment landscape and the challenges faced by young job seekers.
- Commitment to the mission and values of JumpStart (Mr Price Foundation).
- Ability to work independently and as part of a team.

Job Benefits

Benefits for the Work Experience Programme Coordinator at JumpStart (Mr Price Foundation):

- **Meaningful Work:** You will be part of a dynamic team that is dedicated to making a positive impact on the lives of young adults, helping them gain valuable work experience and prepare for their careers.
- **Professional Growth:** You will have the opportunity to develop your skills in program coordination, youth development, and relationship management while working with an organization committed to personal and professional growth.
- **Competitive Compensation:** JumpStart offers a competitive salary and benefits package commensurate with your experience and qualifications.
- **Healthcare:** Access to health and medical benefits to ensure your well-being.
- **Flexible Work Environment:** We value work-life balance and offer flexible working arrangements when possible.
- **Training and Development:** Ongoing opportunities for professional development and training to enhance your skills and knowledge.
- **Impactful Work:** The satisfaction of knowing that your efforts directly contribute to the development and success of young individuals in South Africa.
- **Collaborative Team:** Join a supportive and collaborative team that works together to achieve our mission.
- **Community Engagement:** Be a part of an organization that actively engages with local communities and creates positive change.
- **Diversity and Inclusion:** JumpStart (Mr Price Foundation) is committed to diversity and inclusion, and you will have the chance to work in an environment that values different perspectives and backgrounds.

Contacts

If you are passionate about empowering young adults and making a positive impact on their futures, we invite you to apply for the Work Experience Programme Coordinator position at JumpStart (Mr Price Foundation). Please submit your resume and a cover letter detailing your relevant experience and qualifications. In your cover letter, kindly explain why you are interested in joining our team and contributing to our mission.

JumpStart (Mr Price Foundation) is an equal opportunity employer, and we encourage individuals from diverse backgrounds to apply.