

<b>Job Title</b>	:	Literacy Coach (1 position)
<b>Location</b>	:	North West Province – Ngaka Modiri Molema District
<b>Department</b>	:	Special Projects – Reading Support Project
<b>Reporting to</b>	:	Literacy Coach Mentor

### **Main Purpose of the Position:**

To assist the Chief of Party and the Consortium Partners in the implementation of the Reading Support Project in the North West Education Districts.

### **Main Activities:**

- Conduct classroom visits and lesson observations
- Provide in-class and in-school coaching
- Facilitate PLCs for the teachers that they support to reflect on opportunities for improvement
- Conduct just-in-time training in lesson plans to prepare teachers for the subsequent term
- Participate in train- the- trainer sessions aimed at enhancing their own professional growth and development
- Complete and file all prescribed coaching and reporting tools
- Develop monthly visit schedules and share same with their schools and relevant Subject Advisors

### **Academic and Professional Qualifications:**

- A teaching degree/diploma specialising in Foundation Phase or equivalent
- 7 years of teaching experience as a Foundation Phase teacher
- Mastery of teaching experience in Setswana Home Language and proven experience in teaching English as First Additional Language in the Foundation Phase

### **Additional Requirements:**

- A thorough knowledge and understanding of the Curriculum and Assessment Policy Statement (CAPS)
- Strong leadership, management and coaching skills
- Strong interpersonal skills and high levels of emotional intelligence
- Excellent human resources management skills
- Maintain professional relationships with district officials and other stakeholders
- Presentation skills
- Computer literacy skills
- Ability to work with minimum supervision

- Applicants should reside in the North West Province or should be willing to relocate to the North West Province.

**Skills and Competencies:**

- Proficiency in written and verbal communication
- Presentation skills
- Proficiency in MS package
- Strong problem solving abilities
- Strong interpersonal skills and high levels of emotional intelligence
- Ability to identify and manage risks pertaining to the project
- Ability to work independently and meet deadlines in a complex environment
- Ability to coordinate multiple priorities and projects while working as part of a team
- Broad understanding of the Basic Education environment in South Africa

**Closing Date : 07 June 2019 @ 16:00 PM**

Interested candidates should forward a motivational letter and CV to [recruitment@foundation.co.za](mailto:recruitment@foundation.co.za) or fax to 081 680 0736.

For enquiries please contact Mr Tshililo Pharamela / Ms Tammy Prinsloo on 012-816 9000.

**Please note:**

**Only applicants shortlisted for interviews will be contacted. If you have not been contacted within 1 month after the closing date of this advertisement, please accept that your application was unsuccessful**