



**Cape Town Head Office:** 47 Westminster Road, Salt River, Cape Town,  
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NPO Reg. Number: 032-082. PBO Tax Exemption Number: 930030238

VAT Reg. Number : 4850271927

## Community Collaboration Programmes Manager

IkamvaYouth is a township-based volunteer programme that gets learners out of poverty through education. The Organisation exists to reduce inequality in South Africa, and its track record of matric results, access to post-school opportunities, and alumni success proves positive change is possible.

### Purpose of the Position:

The purpose of this position is to drive collaboration and position IY as a leading School Programme (ASP) that would contribute to the overall growth of the ASP sector. The incumbent is responsible for the sourcing of strategic partners as well as the development, management, and implementation of IY's Community Collaboration Programme, which includes supporting Ikamva Youth's partners in successfully implementing IY's programme model and the overall smooth running of the department.

**Reporting line:** CEO

**Location:** Cape Town

**Salary:** R30 509.49 per month

**Benefit:** Medical aid allowance

### Responsibilities:

- Develop and implement a CCP expansion strategy.
- Lead research into collective impact and trends.
- Drive collaboration with internal departments to achieve objectives.
- Managing the Community Collaboration Programme (CCP)
- Oversee operations of the community collaboration programme
- Set programme objectives and design a framework in which objectives can be achieved.
- Manage all pertinent CCP-related communication to the organization.
- Provide input into the Organisation's strategy for scale and sustainability.
- Continuously identify and engage potential partners and emerging organizations.
- Manage multi-stakeholder relationships to build a network of supporters nationally.
- Maintain strong relationships with funding and strategic partners and leverage these to help steer the direction of the CCP.
- Ensure that all new partners have attended community-based projects and effective tutoring training.
- Managing External Service Providers
- Develop the CCP Budget
  
- Manage and track expenditures against the department budget.
- Measure the cost-effectiveness of expenditure and find ways to reduce costs.

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- Lead, train and develop CCP department support staff.
- Coordinate and manage the team to improve processes and systems, as well as increase efficiency and effectiveness in the day-to-day management.
- Motivate and manage the team to successfully deliver against department objectives.

**Qualifications & Experience:**

- Relevant bachelor's degree or equivalent
- Minimum of 3 to 4 years of related experience
- Minimum of 2 years experience in managing direct reporters
- Experience in working with cross-functional partners.
- Experience in the NGO sector would be advantageous.
- Salesforce experience
- Experience with / understanding of monitoring and evaluation of social impact programmes.
- Ability to work with budgets and financials.
- **Excellent verbal and written communication**
- Excellent interpersonal skills
- Team player who likes to work collaboratively.
- High attention to detail

**Preference will be given to EE candidates.**

**TO APPLY:**

Interested applicants should submit their Curriculum Vitae and a cover letter via email to [careers@ikamvayouth.org](mailto:careers@ikamvayouth.org) with the subject heading "CCP Coordinator" by **08 March 2024**

***Due to the volume of applicants, should you not receive feedback within 2 weeks after the advert closes, please consider your application unsuccessful.***

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