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SOCIAL AUXILIARY WORKER X2 FIXED TERM CONTRACT, ENDS 31ST MARCH 2019 KLIPFONTEIN/ MITCHELLS PLAIN

The Desmond Tutu HIV Foundation (DTHF) is a registered non-profit organisation focused on the pursuit of excellence in research, treatment, training and prevention of HIV and related infections in Southern Africa.

We have fantastic job opportunities across our businesses for talented people wanting to realize their full potential. Could that be you? If so, we invite you to explore the possibility of joining us to play your part in Desmond Tutu HIV-Foundations' exciting future.

Main purpose of this position is to provide social auxiliary work services to the Young Women and Girls Programme.

Requirements:

- Matric
- Certificate/Diploma in Social Auxiliary Work
- Minimum 3 years social auxiliary work experience (including intake and case management)
- Experience in facilitating workshops/training
- Valid registration with the South African Council for Social Service Professions
- Computer literate in MS Word, Excel, Outlook and PowerPoint
- Valid Police Clearance Certificate
- Excellent Communication skills (verbal and written); Fluency in English, and Xhosa advantageous
- Decision – making skills
- Client focus
- Team player
- Good planning and organizing skills
- Ability to work under pressure

The following will be advantageous:

- Knowledge of child protection policies and relevant legislation within the social service professions sector
- Residing in Mitchells Plain/Klipfontein Area
- Driver's license

Responsibilities:

- Provide relevant intervention to youth as part of the Young Women and Girls Programme.
- Recruit eligible participants
- Facilitate parenting workshops

PASSION | INNOVATION | PROGRESS

Association incorporated under Section 21 registration no. 1999/005072/08 : NPO no. 148-956
Public Benefit no. 18/11/12/51

Directors: Prof R Wood; Prof L-G Bekker;

Ms Z Ebrahim(Chair); Ms T Tutu-Gxashe; Mr P Grant; Ms M K Ndebele; Mr C Abrahams; Dr M Sienaert

www.desmondtutuhivfoundation.org.za

- Work closely with the social worker and assist with all Young Women and Girls Programme cases.
- Facilitate debriefing sessions for health educators and peer group trainers
- Assist with the smooth flow of cases, tracking and record keeping
- Work closely with peer group trainers and health educators following up on cases, doing home visits, counselling and referrals to internal and external resources
- Refer cases to other support services where appropriate (e.g. clinics, social worker, other CBOs /NGO's etc.).
- Develop and implement intervention plans for Young Women & Girls Programme youth
- Conduct intake, home visits and develop regular process notes
- Write regular progress and process reports for all interventions.
- Open and manage case files

Values fit: Passion Innovation Progress Integrity Respect Excellence

To apply, quote Job reference, submit CV, motivation letter with certified copy of highest qualification; details of three (3) current contactable referees and proof of address to: Attention HR Manager Jobs@hiv-research.org.za by 17th September 2018 reference: #DTHF/C046. Incomplete applications will not be considered. Only on-line applications submitted via our jobs portal will be considered.

NB: Only short-listed candidates will be contacted. We are committed to equity in our employment practices. It is our intention to appoint individuals with the aim of meeting our equity objectives. We reserve the right not to appoint if no suitable candidates are identified.

I understand and accept that, by applying for this role, I authorise Desmond Tutu HIV Foundation in its capacity as employer, to access my personal information stored, and to utilise said information for recruitment purposes for this role.

This job may be removed before it expires.

If you have not heard from us within two weeks after the closing date please consider your application as unsuccessful.

Desmond Tutu HIV Foundation is a child-friendly organisation committed to the protection of children.

For more information about the organization please visit our website at www.desmondutuhivfoundation.org.za