

# **After School Practitioner's Training Programme**

**Application Form 2017**

**Closing date: 16 October 2017**

## **A. COURSE INFORMATION**

### **Programme Background**

The After School Game Changer (AS GC) is one of seven priority projects of the Western Cape Provincial Government. It focuses on increasing the opportunities for youth by providing quality After School Programmes for learners in no-and low-fee schools. This includes academic support, sport, arts and life skills programmes. Through these programmes the initiative aims to reignite the flame of learning, improve educational outcomes, reduce school dropout and improve young people's chances of becoming engaged and productive citizens.

There are over 900 After School Sites in the Western Cape operated by a number of partners: Government has a number of programmes run internally by departments; Government funds NGOs to deliver programmes; and NGOs self-fund to deliver programmes.

Despite the scale of the sector, the sector remains largely uncoordinated. There are no agreed norms and standard and no recognised generic professional training for practitioners in the field. This opens up many opportunities for increased communication and new partnerships around creating a more professionalised and coordinated after school sector.

The Western Cape Government in partnership with Community Chest, Stellenbosch University and Rutgers University have come together as the Programme Convenors for the After School Practitioners training programme.

### **Programme Design and Objectives**

This is an 18-month part-time programme for in-service After School Practitioners that will equip them to design and execute quality programmes against an agreed set of norms and standards while contributing toward the recognition and professionalisation of the sector.

The programme will cover the following modules:

- I. Leading from the inside out: Who am I and my emotional intelligence  
Skills: Self-awareness; reflection, writing
- II. Leading in a complex environment:  
Skills: Thinking, dealing with complexity, problem solving and decision making
- III. Creating a pathway for our youth: Supporting the development pathway of children and the best ways of optimising opportunities for our youth (Positive not negative pathology)  
Skills: Working with difference and communication
- IV. Building quality After School Programmes: Developing shared norms and standards  
Skills: Programme design

- V. Address psycho-social barriers  
Skills: Managing and dealing with trauma
- VI. Building an efficient After School Programme: Building project management excellence  
Skills: Project management and administration
- VII. Leading in partnership: Harnessing the assets and resources of others  
Skills: Partnership and Negotiation
- VIII. Building effective After School Programmes: Building monitoring and evaluation excellence  
Skills: Evidence based decision making
- IX. Pillar specific training – numeracy, literacy, STEM, sport, arts, life skills  
Skills: Designing a pillar based programme

### Eligibility

- Applicant must be over 18
- Applicant must have a matric certificate. Alternatively, recognition of prior learning (RPL) will be assessed on a case by case basis.
- Applicant must be employed for duration of the Programme as:
  - Western Cape Government staff working in government run After School Programmes
  - NGO/NPO staff working in After School Programmes
  - Volunteer staff working in After School Programmes
- Applicant must commit to completing the course
- Applicant must be available for four five-day compulsory residential training blocks over the 18-month training period (to be held at Stellenbosch University and in Cape Town)
- Applicant must be supported in participating in the Programme by their host organisation, with a letter of support attached to their application form

### Programme details

- The programme will start in November 2017 with graduation in March 2019.
- The programme will be offered every year to a cohort of 50 - 80 practitioners.
- The programme is free of charge to all accepted applicants on the condition of completion. In the case that an individual leaves the programme before completion, the individual will be required to pay back a portion of the costs incurred to the programme Convenors.
- Between the four residential programme components, participants will be supported in district level mentorship and training workshops.
- While the first programme will not be formally accredited, all learnings will be captured, assessed and the programme will undergo the process of accreditation in future years

## B. CHECKLIST

### PLEASE COMPLETE CHECKLIST BEFORE SUBMITTING THIS APPLICATION FORM.

#### 1. Accuracy and completeness of the information furnished

Western Cape Government, Community Chest, Stellenbosch University and Rutgers University (referred to in the rest of this declaration as "the Programme Convenors") accept no responsibility for the delay in processing an application either because the information furnished in the application is faulty or because information asked for in the application form has been left out. Therefore, please make sure that the application information is accurate and complete.

#### 2. Closing dates

Applications must be submitted on or before 16 October 2017 for the November 2017 intake. No late application received after 16 October for the November 2017 intake will be considered. Supporting documents required must be attached. Late applications will not be considered.

#### 3. Supporting documents

Without the appropriate supporting documents, specified below, your application cannot be accepted for consideration.

- School leaving certificate/ application for Recognition of Prior Learning (if applicable)
- Letter from your organisation supporting your participation in the programme
- Copy of RSA ID (or passport for non-South African citizens)
- Tertiary qualifications, photocopies of your academic record(s) – that is, of official statement(s) of your subjects taken and your marks/credits obtained – and your certificate(s) of conduct

#### 4. Selection Process

In all cases, only complete and formally correct applications will be considered and the applicant will be notified of the outcome. In some cases, the Programme Convenors may however find it necessary to obtain additional information from his/her referees, and/or by interviewing the applicant and a selection process. The submission of a completed application form does not imply, therefore, either that the applicant has been accepted as a student or that the applicant may register as a student. Applicants who are notified that they have been (provisionally) admitted for the programme must register on the date specified in their acceptance letter.

The application documents must be emailed to: [submissions@comchest.org.za](mailto:submissions@comchest.org.za)

Or sent to: COMMUNITY CHEST, 82 BREE STREET, CAPE TOWN, 8000, SOUTH AFRICA.



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**C. APPLICATION FORM FOR THE 2017 AFTER SCHOOL GAME CHANGER PRACTITIONERS PROGRAMME**

Mark the applicable option(s) with an X and/or complete details where applicable/available

1. PERSONAL DETAILS						
Title:	Mr	Ms	Mrs	Other:		
First Name:				Middle Name/s:		
Surname:						
Gender:	Male	Female	Age:		Date Birth:	of
ID Number:						
Alternate ID/ Passport Number:						
2. ADDRESS DETAILS						
CURRENT RESIDENTIAL ADDRESS						
House / Flat Number:				House / Flat / Complex Name:		
Street Name:				Suburb Name:		
City / Town Name:					Postal Code:	
CURRENT MAILING ADDRESS (Tick here if it is the same as above <input type="checkbox"/> )						
House / Flat Number:				House / Flat / Complex Name:		
Street Name:				Suburb Name:		
City / Town Name:					Postal Code:	
CURRENT POSTAL ADDRESS (Tick here if it is the same as above <input type="checkbox"/> )						
PO Box / Private Bag:						
Suburb:						
Postal Code:						
3. CURRENT CONTACT DETAILS						
Landline:				Alternate Landline:		

<b>Cellphone Number:</b>		<b>Alternate Cellphone Number:</b>	
<b>Email Address:</b>			
<b>Alternate Email Address:</b>			
<b>ALTERNATE PERSON TO CONTACT IF YOU ARE NOT AVAILABLE:</b>			
<b>Name:</b>		<b>Relationship:</b>	
<b>Landline:</b>		<b>Alternate Landline:</b>	
<b>Cellphone Number:</b>		<b>Alternate Cellphone Number:</b>	
<b>Email Address:</b>			
<b>Alternate Email Address:</b>			
<b>4. EDUCATION</b>			
<b>PRIMARY / HIGH SCHOOL EDUCATION</b>			
<b>Highest School Grade Passed:</b>		<b>Year:</b>	
<b>Name of School:</b>			
<b>TERTIARY EDUCATION</b>			
<b>Highest Certificate / Diploma / Degree Name:</b>			
<b>Name of College / University:</b>			
<b>Year Qualification Obtained:</b>		<b>Qualification Complete:</b>	Yes No
<b>5. CITIZENSHIP DETAILS</b>			
<b>Marital status:</b>	Unmarried	Married	Divorced Other:
<b>Equity status:</b>	Asian	Black African	Coloured Indian White
<b>HOME LANGUAGE</b>			
Afrikaans	English	Isindebele	IsiXhosa IsiZulu
Sepedi	Sesotho	Setswana	Siswati Tschivenda
Tsonga:	Other:		
<b>Citizenship:</b>	South African	Dual	Permanent Residence Other:

Permit Number if Foreign:				
Residence Permit:				
Other Specified Permit:				
<b>6. EMPLOYMENT</b>				
Current Status	Permanent employment	Contract employment	Volunteer	Unemployed
<b>IF EMPLOYED, CURRENT EMPLOYER DETAILS:</b>				
Position at work:				
Year in Current employment/organisation:				
Name of Employer:				
Name of Manager / Supervisor:				
Address of Current place of employment/organisation:				
Phone number/s of Employer:				
Email Address of Employer:				
Does your employer know and support your application to enrol in this Programme? (Please attach a letter of support to this application)	YES	NO		
<b>LIST UP TO 3 PREVIOUS PLACES OF EMPLOYMENT, YEARS, AND ROLE IN THE ORGANISATION</b>				
Name of organisation	Role in Organisation	Years spent at organisation		

**7. WHAT DO YOU HOPE TO ACHIEVE BY PARTICIPATING IN AND COMPLETING THIS 18-MONTH PROGRAMME?**

**8. BRIEFLY DESCRIBE YOUR ROLE AND RESPONSIBILITIES (EXPERIENCE) IN WORKING IN THE AFTER SCHOOL ENVIRONMENT?**



**9. IN YOUR CURRENT POSITION WHAT DO YOU SEE AS THE BIGGEST CHALLENGES TO MAKING ASP SUCCESSFUL?**

**10. WHO OR WHAT HAS BEEN YOUR GREATEST INSPIRATION?**

**11. ANY OTHER COMMENTS?**



#### **D. DECLARATION BY APPLICANT**

I hereby declare:

1. that the particulars furnished by me in this application form are true and correct;
2. that I fully understand that the Western Cape Government, Community Chest, Stellenbosch University and Rutgers University (referred to in the rest of this declaration as "the Programme Convenors") are entitled to cancel my registration immediately, should it become apparent that any of the particulars furnished in this application form are untrue or incorrect;
3. that I undertake not to bring any claim, of whatever kind against the Programme Convenors or any employee of the Programme Convenors nor in any way whatever to hold the Programme Convenors liable for any damage or loss whatever which I may incur or suffer personally or in property of mine and which directly or indirectly arises from my participation during my period of study in any activity, of whatever kind, having to do with my studies or training or with sport or recreation of whatever kind, however such damage or loss may come about, and that I will take responsibility for participation in any activity and will accept the risk attached thereto;
4. that I authorise the Programme Convenors in the event of my requiring urgent medical treatment to get appropriate medical assistance and that I accept responsibility for the payment of the costs thus incurred;
5. that to the best of my ability I commit to completing the programme in its entirety;
6. that while I am not expected to pay for the programme costs, I agree that if I leave before the programme is completed, I commit to paying back an agreed portion of the programme fee;
7. that I furthermore undertake to cover all legal costs incurred by the Programme Convenors in the event of my failure to discharge any duty relating to the payment mentioned in (6) above.
8. I accept that I am responsible for updating my personal details and will notify the Programme Convenors of any changes.
9. I accept, agree and understand that any acknowledgement that I receive for successfully completing the programme does not equate to a formal qualification
10. I accept, agree and understand that the Programme Convenors may keep and process data and documents in electronic format, including data supplied by me in this application form;
11. The Programme Convenors may use and transfer such data and use such documents in electronic or other formats for the Programme Convenors purposes including submission of data for the National Learner Record Database as required by the Department of Higher Education and Training;
12. The Programme Convenors have the right to cancel the entire/part of the programme, without prior warning, if circumstances arise that prevent them from offering that programme.

**Signature of applicant:**

**Date:**



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