



# THE EXECUTIVE WELFARE COUNCIL OF THE AFM OF SA (AFM Welfare)

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## Vacancy for: Centre Manager

AFM Welfare Child and Youth Care Centres (CYCCs) provide **Care and Protection** for vulnerable children. The organisation seeks to appoint a Centre Manager (Housemother) at:  
**House Talita, Brakpan**

### Job Tasks:

- Facilitating the residential care program, i.e. providing full-time care for up to 6 children, between the ages 6-18 years old.
- Overall management of the Home.
- Supporting the developmental, educational and therapeutic services, including practical tasks in this regard.
- Networking/liasing with stakeholders including sponsors, volunteers, biological family members, etc.
- Undertaking all administrative tasks of the Home including reporting/sharing relevant information with various stakeholders.
- Working in close liaison with the AFM Welfare Management, House Committee, Social Work Manager and Social Worker.

### Required Qualifications & Experience:

- **A passion for working with children.**
- Grade 12 (Matric) qualification.
- Preference will be given to candidates with a qualification/s and experience in Child and Youth Care Work.
- Experience in working with children.
- Basic computer and admin skills.
- Proficiency in English (other SA languages will be an advantage).
- Experienced driver with a current/valid Driver's License and PDP.

### Additional Requirements:

- Live-in position with set holiday dates.
- Aged 35 and 55.
- Excellent Health – (Healthy lifestyle, non-drinker/ non-smoker).
- Willing and able to participate in extensive formal training.
- Preference will be given to a couple married for at least 5 years.

### The Salary Package includes:

- Salary
- Meals and accommodation

### Please forward CV's to:

**Andiswa Jakuja: andiswa@afmwelfare.org.za**

**Closing Date: 8 November 2024** (Only shortlisted candidates will be contacted.)

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