Position Announcement

Creativity, Activity, and Service (CAS) COORDINATOR
What's the most valuable thing about an education? It's not a certificate or a degree. It's knowing that we can. Knowing that dreams can be achieved, no matter where you start or come from. Knowing that peace can be forged, no matter how far apart you are. Knowing that solutions can be found, no matter how daunting the problem may be.

Our shared world faces real challenges. Inequality. Climate change. Movements that divide us. Intolerance. And in Africa, we have the youngest population in the world, with almost 60% below age 25. To address these problems, we need to be united, committed, focused—and prepared.

That's why Waterford Kamhlaba UWCSA and the United World College movement exist. Not to give students all the answers, but to give them the skills and confidence to seek solutions and to be positive change makers, in both Africa and the World.

We warmly welcome your interest in joining us.

The Community of Waterford Kamhlaba UWCSA
WHO WE ARE

Waterford was founded in 1963 in order to provide nonracial education in opposition to the bigotry and injustice of apartheid. Starting with just 16 boys, the school grew rapidly and attracted the children of some of South Africa's best-known activists, including Nelson and Winnie Mandela, Walter and Albertina Sisulu, and Leah and Archbishop Desmond Tutu.

In 1981, Waterford became the 4th UWC when we joined the United World College movement, which now comprises 18 Colleges around the globe. As a United World College, we believe strongly in the power of "education as a force to unite people, nations and cultures for peace and a sustainable future". We place a high value on deliberate diversity, including economic diversity. Currently, 26% of our students receive financial assistance and we are committed to raising this number to 40%.

Waterford Kamhlaba UWCSA has an incredible history, from its beginnings in 1963 during the apartheid era, to the present challenges of this unique decade marked by a global pandemic and the continued quest to transform the world through education and service.

Waterford Kamhlaba offers both the Cambridge IGCSE qualification and the International Baccalaureate Diploma Programme. More than 95% of our IB diploma graduates go on to tertiary education, with most receiving scholarships to attend universities in Africa, Europe and North America. We have approximately 7,000 alumni.

Engaging with, serving and learning from our broader community is a critical part of our students' educational development and our staff's working experience. We believe strongly in holistic education and embrace learning both in and outside the classroom. Waterford Kamhlaba’s legacy is firmly rooted in Southern Africa, in this ancient continent, and in the world. Our name reminds us of our place and purpose and the urgency to create the conditions for equity, sustainability, justice and peace to thrive.
“We are all of the earth, which does not see differences of colour, religion or race. We are Kamhlaba – all of one world.”

His Majesty King Sobhuza II, Ingwenyama of Eswatini.
Student demographics

- Female: 60%
- Male: 40%
- Day students: 39%
- Boarders: 61%
- IB: 40%
- Forms 1-3: 33%
- Forms 4-5: 27%
- Eswatini: 30%
- South Africa: 10%
- Beyond Africa: 22%
- Rest of Africa: 38%
We seek to appoint someone with drive and passion for Service who is able to inspire the Waterford Kamhlaba community and extend the College’s reach into different communities in Eswatini. The ideal candidate should have a strong background in fundraising and budgeting and be able to build partnerships. They should also have experience facilitating community engagement. The CAS (Creativity, Activity and Service) Coordinator will also oversee important aspects of student life outside the classroom and support student-led clubs, competitions and other external opportunities. The CAS programme runs throughout the school from Form 1 to IB2. The programme requires the candidate to provide weekly opportunities for all students and staff to engage in service. We are looking for an educator/facilitator with good interpersonal, communication and organisation skills.

**Description of the role:** The candidate must display confidence when it comes to interacting with large groups of students and members of communities. Teamwork, communication skills, and professionalism are key qualities needed to succeed in this role. IT proficiency is a key requirement for this role. A knowledge of SiSwati and of Eswatini is required as the candidate will be visiting and supervising projects with community stakeholders. Having prior experience in the development sector within Eswatini would significantly benefit the candidate in this position.

The ideal candidate must be innovative and lead the CAS department with alignment to the school and UWC mission and vision. An understanding of the IBDP programme will ensure that the candidate relates and aligns to the expectations of the role more efficiently. The ideal candidate will establish good communications and relations with UWC International, other UWC schools and donors.

**Qualifications and experience required:**

- A Master’s Degree or an undergraduate degree with 5 years of work experience
- Project Management experience
- Experience in the Development field in Eswatini
- Experience managing teams
- The ideal candidate should possess significant practical experience (a minimum of 5 years in an institution of learning or similar)
- Budgeting and money management, the candidate needs to be high accountability around use if programme funds
- Able to use a range of IT platforms
- Strong writing skills
This position is valid for 3 years (contract with an option of renewal based on performance). The College reserves the right not to proceed with the filling of this position. An application will not entitle the applicant to further participation in the recruitment process. Failure to meet the minimum requirements of the advertised post will result in the applications automatically being disqualified. Only shortlisted candidates will be contacted. Candidates not contacted within two weeks of the closing date of the advert shall consider their application unsuccessful.

**Start date:** 1st July 2024

**Closing date for applications:** 18th April 2024

Only suitable qualified candidates are encouraged to apply. A detailed cv, application letter and qualifications (certificates) should be emailed to vacancies@waterford.sz with the subject line “Application – CAS Coordinator”. Please make sure to label your application letter and cv with your first name e.g. Application letter – Name, CV – Name
HOW TO APPLY?

Our procedure
You can express your interest by sending an email with a motivation letter, CV, and qualifications (certificates) to: vacancies@waterford.sz

The deadline for application is 18 April 2024.

Only shortlisted applicants who meet the above-mentioned requirements will be considered and contacted.

A detailed CV, application letter and qualifications (certificates) should be emailed to vacancies@waterford.sz with the subject line "Application – CAS Coordinator". Please make sure to label your application letter and CV with your first name e.g. Application letter – Name, CV – Name