

INTERNAL\EXTERNAL ADVERTISEMENT

loveLifestyle Programme Coordinator

(1-year fixed term contract)

Lejweleputswa District-Free State



New loveLife Trust is an NGO that campaigns with nationwide community level outreach and supports programmes that promote healthy, HIV-free living among South African teens. loveLife has reached unprecedented scale in implementing cutting-edge comprehensive and combined social behaviour change programming face-to-face with adolescents.

The Trust is looking to recruit a suitable candidate to ensure that all loveLifestyle programmes are implemented in the region to meet programme targets and maintain programme quality, in line with National HIV-prevention and Youth Leadership objectives. The successful applicant would be required to fulfil the following primary functions in a professional manner and with technical excellence:

- groundBREAKER and Mpintshi support.
- Recruit, select and induct groundBREAKERS (with Line Managers) in line with National recruitment guidelines.
- Develop, implement and manage groundBREAKER and Mpintshi personal development plans.
- Guide and assist groundBREAKERS and Mpintshis in the development of workplans (with Line Managers).
- Conduct regular face-to-face and telephonic meetings with groundBREAKERS and Mpintshis.
- Evaluate and give regular feedback on sessions conducted by groundBREAKERS and Mpintshis in school.
- Track groundBREAKER and Mpintshi performance against targets and give regular feedback to them and the Programme Manager.
- Implement annual groundBREAKER and Mpintshi graduation events with appropriate incentives and ceremony.
- Capacity building of groundBREAKERS and Mpintshis.
- Working with the Workplace learning coordinator, ensure that all necessary capacity building interventions for groundBREAKERS are implemented.
- Participate in the actual training of groundBREAKERS in line with set calendar of training activities.
- Programme Implementation & Outreach activities.
- Assist groundBREAKERS and Mpintshis to conduct community mapping exercise for their locations and have these visibly displayed in their hubs.
- Work with hub teams to implement relevant outreach activities within their communities.
- Serve on Local Organising Committees for all loveLife events taking place in allocated area.
- Support special projects and loveLife alumni-driven projects within the region.
- Manage the integration of the loveLife media campaign with programme implementation.
- Providing the national media team with information on stories, communication suggestions, and youth trends from the identified area.
- Marketing, Advocacy and Lobbying-Develop and implement an Outreach & Marketing Strategy in line with the National Strategy.
- Identify all stakeholders within the region (local government, corporates, community-based organisations and non-governmental organisations).

- Contribute to the Development and implementation of a local fundraising strategy in support of loveLifestyle programmes.
- Relationship Management- Develop and maintain a database of all relevant stakeholders.
- Ensure effective communication with programme partners and relevant stakeholders.
- Provide partnership management reports to the Programmes Manager highlighting all successes and challenges related to programme partnerships.
- Monitoring, Evaluation and Research-Ensure all monitoring tools are completed accurately and submitted on time.
- Support groundBREAKERS with their mobile monitoring system submissions.
- Support evaluation and ad hoc research projects implemented by loveLife and its partners.

Suitable candidates will need to satisfy the following requirements:

- Relevant tertiary qualification (or equivalent).
- 3 years relevant community development experience.
- Project Management.
- Strong Community Development Background.
- Problem Solving and Decision-Making Skills.
- Excellent Interpersonal and Communication Skills.
- Basic Financial Management Skills.
- Advanced Computer Literacy - _Excel, Word, Outlook, and Powerpoint.
- Driver's License required & Willingness to travel.
- Own vehicle advantage.

Total remuneration package: R 9 183.00 per month

Please forward a summarised CV (no certificates) via e-mail to: recruit@lovelife.org.za to reach loveLife National Offices no later than **18 September 2026**.

Please note that:

1. The New loveLife Trust reserves the right to amend and/or withdraw adverts at any time without notification.
2. If you do not receive any feedback on your application within six weeks from the closing date, please consider your application unsuccessful.
3. PLEASE INDICATE THE POSITION YOU ARE APPLYING FOR IN THE SUBJECT LINE OF YOUR EMAIL