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Parktown North, Randburg, 2193



JOB ADVERT

Learning Facilitator

REPORTING TO:

Training Manager

JOB LOCATION:

Newcastle, KZN

EMPLOYMENT STATUS:

Project Based Contracts

START DATE:

01 October 2026

POSITION DESCRIPTION

What is the overall purpose and objective of this position?

To facilitate and support the delivery of youth training programmes, ensuring that learners receive quality, practical and engaging training and are supported to successfully complete the programme.

RESPONSIBILITIES & DUTIES

List of tasks and responsibilities:

- Facilitate training in line with approved curricula, lesson plans and programme schedules.
- Prepare and deliver engaging, practical and learner-centred learning sessions.
- Support learners with their academic, practical and workplace-readiness development.
- Monitor learner attendance, participation and progress, and identify learners requiring additional support.
- Conduct and mark assessments in accordance with programme requirements.
- Maintain accurate attendance, assessment and learner records.
- Prepare training materials, activities and resources ahead of programme delivery.
- Provide regular feedback to the Training/Project Manager on learner progress and programme challenges.
- Participate in quality assurance, moderation and reporting processes as required.
- Contribute to a positive and professional learning environment.

KNOWLEDGE & COMPETENCIES

Education

- Relevant qualification in Education, Training, ICT, Digital Skills or a related field.
- Relevant facilitator/trainer qualification will be advantageous.

Required Knowledge:

- 2–3 years' experience in training and facilitation.
- Experience working with youth, unemployed learners or community-based programmes.

Advantageous

- Experience in ICT, digital skills, entrepreneurship or workplace-readiness training.
- Experience with SETA/QCTO or other accredited training programmes.
- Experience working on funded youth development programmes.
- Local knowledge and networks in Newcastle.

Key Competencies:

- Strong communication, presentation and classroom management skills.
- Good computer literacy and ability to use digital learning tools.

Location

- Ability and willingness to work in Newcastle and surrounding areas.

HOW TO APPLY

Send your CV and Cover Letter to: recruitment@rhizaholdings.co.za

Please include the position you are applying for in the subject line.

If your application is not successful, you will not be contacted.

Closing date: 14 September 2026