

MAMAS Alliance is part of **Kinderfonds MAMAS**—a reputable Dutch NGO founded 25 years ago at the personal request of Nelson Mandela. Kinderfonds MAMAS funds 36 grassroots NGOs across South Africa, each dedicated to empowering vulnerable children, youth, and families to reach their full potential. These organizations support children throughout their journey, from birth to their first job. MAMAS Alliance serves as the network through which these NGOs share knowledge, initiate programs, and, importantly, raise additional funds from South African corporates. The **Program Manager MAMAS Academy** will play a key role in facilitating, supporting, and guiding this network by coordinating knowledge sharing, skill development, and program delivery across various initiatives.

Based in Johannesburg, MAMAS Alliance seeks to appoint a

PROGRAM MANAGER MAMAS ACADEMY

Position Overview:

The Program Manager will be employed by Kinderfonds MAMAS, and will report directly to the Managing Director of MAMAS Alliance in Johannesburg. This role focuses on managing the MAMAS Academy and other capacity-building projects that strengthen our network of NGOs. Aligned with our ethos, “MAMAS know best,” we seek an experienced program manager who is a servant leader with good listening skills, strategic thinking, facilitating and coaching. This individual must have vast experience in social and community development who is skilled at knowledge sharing and collaboration across diverse teams.

In collaboration with our 36 partners, the Program Manager at HQ in the Netherlands and the Johannesburg-based Country Representative. The Program Manager MAMAS Academy will oversee both strategic and operational activities within the network.

Key Responsibilities:

Program Management

- Co-ordinate, manage and co-design key programs within the MAMAS Academy, specifically focusing on the Boys Program and Career Guidance Program.
- Oversee program implementation, including monitoring, evaluation, budgeting, and reporting, to ensure program goals are met.
- Develop and coordinate online and offline training led by and for the MAMAS network, fostering knowledge and skills sharing among 36 partner NGOs.

Additional Responsibilities

- Conduct project site visits, draft detailed reports, and manage program budgets.
 - Ensure compliance with Memoranda of Understanding across NGO partnerships.
 - Participate in the Monitoring and Evaluation team, providing insights into project scope and outcomes.
 - Collect and analyze data regarding the situation of vulnerable children in South Africa.
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Requirements:

- Bachelor's degree in Social Work, Community Development, Social Sciences, or a related field.
 - 8-10 years' experience in social development or the NGO sector.
 - Demonstrated ability to work effectively in a diverse team environment.
 - Experience in developing and facilitating training/workshops.
 - Strong program management skills, with attention to detail in budgeting and reporting.
 - Fluent in English, with excellent written and verbal communication skills.
 - Proficient in Google Workspace/MS Office, particularly spreadsheets.
 - Driver's license (Code 08) and access to a vehicle.
 - Willingness to travel within South Africa for site visits, including occasional Saturdays.
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Skills and Attributes:

- Analytical thinker with strong problem-solving abilities.
 - Skilled in administration and detail-oriented.
 - Strong interpersonal skills, able to connect with diverse communities.
 - Exceptional organizational, communication, and presentation skills.
 - Values-driven: demonstrates honesty, respect, inclusivity, and a non-judgmental attitude.
 - Adaptable, proactive, and comfortable working in a fast-paced environment.
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Employment Type:

This is a one-year contract with the possibility of extension to a permanent role.
