



INCORPORATING



Helping people to care for our ocean

Applications are invited for the position of

## Course Co-ordinator

in uShaka Sea World Education

This position is to undertake quality education programmes for learners and teachers, to generate an understanding of marine and coastal conservation issues and assist with managing staff working on courses, guidings and lessons. This position is a permanent position for 60 hours a month on a monthly pre-rostered system in conjunction with onsite activities that have been booked.

### The responsibilities will include:

- To be prepared academically for all courses, lessons and teachers workshops topics
- To develop education activities and written resources to complement the National School Curriculum, the exhibits at Sea World and the conservation ethos of SAAMBR
- To teach at appropriate levels from pre-school to tertiary level
- To facilitate learner-centred activities with enthusiasm and using public speaking skills.
- To ensure that all course and on-site lesson resources are available and in good condition.
- To draw up programmes for each course as per course manual
- To manage and motivate volunteers and staff working on courses
- To provide relevant course, lesson and guiding training as per annual training plan
- To conduct monthly evaluation and monitoring of the volunteer guides and staff working on courses

### The following will be required of the successful applicant:

- Grade 12 certificate with Grade 12 Biology at university level entrance or equivalent knowledge base
  - A Higher Education Degree or Teaching Qualification OR Recognition of prior learning (RPL)
  - At least two years' teaching experience in either a formal or informal education setting;
  - Knowledge and understanding of South African national school curriculum
  - Excellent interpersonal and English oral and written communication skills
  - Exceptional skill in dealing with children is essential. An ability to interact with people from various cultures and levels is critical.
  - Ability to motivate and work effectively with others to produce a cohesive team.
  - Display enthusiasm, creativity, innovation and passion for conservation.
  - Demonstrable skills in the use of Microsoft Office Suite
  - Good planning, organisational and time-management skills with a high standard of personal presentation
  - Flexible, quick thinking and able to consider consequences
  - Physically fit to stand and walk for extended periods of time and willing to undergo basic water safety training
- The successful candidate's appointment will be subject to verification of qualifications and clearance against the child protection and sexual offender registers.*

If you meet these requirements and would like to apply for this position, submit your Curriculum Vitae and letter of motivation to Ms F. Chetty by either: E-mail: [fchetty@saambr.org.za](mailto:fchetty@saambr.org.za) or Hand delivery to: The South African Association of Marine Biological Research, 1 King Shaka Avenue, Point, Durban, 4001.

**CLOSING DATE 18<sup>th</sup> September 2019**

Should you not have heard from us by 30<sup>th</sup> September 2019, please consider your application unsuccessful

### SOUTH AFRICAN ASSOCIATION FOR MARINE BIOLOGICAL RESEARCH (RF) NPC

1 King Shaka Avenue, Point, Durban, 4001, KwaZulu-Natal, South Africa

P. O. Box 10712, Marine Parade, 4056, KwaZulu-Natal, South Africa

Tel: +27 31 328 8222. Fax: +27 31 328 8188. Email: [info@saambr.org.za](mailto:info@saambr.org.za)

Registration No. 1951/000002/08 | Public Benefit Organisation No. 930025295 | Non-Profit Organisation No. 000-347 NPO

SAAMBR is a Non Profit Company and a member of: IUCN (World Conservation Union) and WAZA (World Association of Zoos and Aquaria)

Accredited member of PAAZA (Pan-African Association of Zoos and Aquaria).

ORI is academically affiliated to the University of KwaZulu-Natal

