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STUDENT INTERNSHIP POSITION: **Social Development**

An internship programme is an intervention by the City of Johannesburg to address the growing demand by a tertiary institution for students to undergo on-the-job exposure, as a pre-requisite to acquire an academic qualification or as a requirement after the acquisition of academic qualification to obtain experiential training. The City is committed to providing work-based training for students.

- This internship opportunity is applicable to youth in the Johannesburg communities, who qualify for this internship and have never participated in an internship programme before, except in circumstances where the internship programme was not relevant to the candidate's course of study
- This Vacancy is open to all qualifying STUDENTS in the Johannesburg Community for a period **not exceeding 18 months**
- Interested applicants are invited to apply for the positions listed in the circular.
- Complete the online job application form and attach all relevant documents (Certified Qualification/s, ID, and CV).
- Applicants are advised to use Google Chrome when applying for CoJ positions.
- The City of Johannesburg reserves the right not to make an appointment.
- The City of Johannesburg is an equal opportunity employer.

WHERE TO APPLY

https://www.joburg.org.za/work/_Pages/Work%20in%20Joburg/Vacancies/2021%20Internships/2021-Internships.aspx

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The City of Johannesburg (CoJ), Social Development Department has the following Internship opportunity available for a period NOT exceeding eighteen 18 months.

<u>Department:</u>	Social Development
<u>Branch:</u>	Substance Abuse Unit
<u>Designation:</u>	Internship: Social Worker
<u>Remuneration:</u>	R10 109,86 pm (Basic Salary, no benefits) (Qualification completed with min 360 credits):
<u>Location:</u>	Traduna Building

Minimum Requirements:

- Grade 12 plus a 4-year BA Degree in Social Work;
- Computer literacy is an essential skill required;
- Registration with a Professional Body (SACSSP);
- Only City of Joburg residents will be considered.

Primary function:

Implement an integrated and professional social work service aimed at enhancing the social work service aimed at enhancing the social functioning of individuals, families, groups and communities affected by social ills such as food insecurity, illiteracy, ill-health, low income levels and broken family structures and other poor living environments, substance abuse, lack of access to developmental support services and building resilience against modern day social challenges using the community as a base for effective program planning and design, linkages to developmental programs in pursuit of pro-poor development which provides meaningful redress.

Key Learning Areas:

- Social research and planning aimed at collecting demographic data, trends, patterns, assessing community needs and identifying assets within a given community to advocate and inform program planning.
- Intake services aimed at collecting client information, case details, and developing agreed-upon planned interventions to address the presenting problem of both primary and/or tertiary clients.
- Group work aimed at addressing the common needs of the clients, through support groups, therapeutic and educational groups.
- Community work services aimed at providing advocacy, empowerment, and developmental services to build community resilience. Integration and coordination of the provision of professional social work integrated methods within a multi-disciplinary approach aimed at the holistic development of the individual, family, groups, and community.
- Crisis intervention of unplanned emergencies that require urgent attention or intervention as outlined in legislation like the Disaster Management Act, Social Assistance Act, Children's Act, Older Persons Act, CoJ policies or frameworks.
- Policy implementation actively participating and providing professional services, including knowledge and expertise for effective program implementation in line with approved CoJ policies and SOPs.



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- Social work student supervision forms part of continued professional development aimed at guiding students and social auxiliary workers in acceptable professional standards, ethics, and conduct.
- Social work administration of professional and confidential data management as regulated.

Leading Competencies:

- Accountability.
- Must be able to work under pressure.
- Teamwork;
- High level of confidentiality;
- Value and Integrity;
- Attention to detail and quality-focused;
- Batho Pele Principles.

Core Competencies:

- Knowledge in the Social Work field, development trends, legislation that guides all areas of work and supply chain processes; and
- Stakeholder relations management
- Computer literacy,
- Strong decision-making skills;
- Time management;
- Networking;
- Communication;
- Conflict and project management, and analytical thinking skills required.

ENQUIRIES ONLY:

Contact Person: Tiyani Maringa
Tel No: (011) 407 7478

Please take note that only online applications will be considered. Please apply by using the following link below:

<https://share-eu1.hsforms.com/1JzXMqPnYSqSs55L2kYLDFgew554>


APPLY ONLINE VIA WEBSITE: www.joburg.org.za


CLOSING DATE: TUESDAY, 12 AUGUST 2025

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The City of Johannesburg (CoJ), Social Development Department has the following Internship opportunity available for a period NOT exceeding eighteen 18 months.

Department: Social Development
Branch: Targeted Beneficiaries Unit
Designation: Internship: PWD Coordinator
Remuneration: R10 109,86 pm (Basic Salary, no benefits)
 (Qualification completed with min 360 credits)
Location: Traduna Building

Minimum Requirements:

- Matric/Grade 12, NQF level 4 plus a BA Social Sciences Degree (NQF level 7);
- Valid driver's license;
- Only City of Joburg residents will be considered.

Primary Function:

Coordinate and implement Social Development programmes and projects for Persons with Disabilities (PWD).

Key Learning Areas:

- Implement Development programmes for PWDs;
- Provide administrative support in relation to the Unit;
- Liaise and coordinate with Internal and External Stakeholder to ensure integration in services for persons with disabilities as per the relevant CoJ policies and procedures.

Leading Competencies:

- Computer literacy (MS Office);
- Working with the community and specifically Persons with Disabilities;
- Communication and active listening skills;
- Presentation skills;
- Multilingual;
- Accountable and able to maintain privacy and confidentiality.

Core Competencies:

- Knowledge of Council processes and policies;
- Social/Community development and Project management processes;
- Customer relations;
- Communication and organisational skills, Flexibility and Interpersonal skills, Analytical and research skills, Ability to plan, organise and prioritise work.

ENQUIRIES ONLY:

Contact Person: Tiyani Maringa
Tel No: (011) 407 6514



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The City of Johannesburg (CoJ), Social Development Department has the following Internship opportunity available for a period NOT exceeding eighteen 18 months.

Department: Social Development
Branch: Targeted Beneficiaries Unit
Designation: Internship: Youth Coordination
Remuneration: R10 109,86 pm (Basic Salary, no benefits)
(Qualification completed with min 360 credits)
Location: Traduna Building

Minimum Requirements:

- Grade 12/NQF level 4 plus Diploma in Community Development or equivalent NQF level 6 related qualification.

Primary Function:

Implement and facilitate Youth Development Programmes and administration of Youth Empowerment in order to ensure efficient and qualitative service delivery.

Key Learning Areas:

- Coordinate implementation of youth development programmes initiatives;
- Administer Youth Development Programmes;
- Provide administrative support in relation to the Unit and programme implementation;
- Liaise and coordinate with internal and external stakeholders to ensure integration in services for Youth as per the COJ policies and procedures.

Leading Competencies:

- Work after hours and weekends when the need arises;
- Ability to effectively work with the public and leaders in the community.

Core Competencies:

- Computer literacy (Microsoft Word and Excel);
- Community Development practices;
- Good Communication (verbal and written);
- Report writing and record keeping;
- Coordinating skills.

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The City of Johannesburg (CoJ), Social Development Department has the following Internship opportunity available for a period NOT exceeding eighteen 18 months.

Department: Social Development
Branch: Management Support Unit
Designation: Internship: Capital Projects & Repairs
Remuneration: R10 109,86 pm (Basic Salary, no benefits)
 (Qualification completed with min 360 credits):
Location: Thuso House

Minimum Requirements:

- Grade 12/NQF level 4 plus a Diploma (NQF level 6) in a Built Environment discipline (Quantity Surveying, Civil Engineering, Electrical Engineering, Mechanical Engineering, Building) and Project Management Certificate or Degree in Administration/Management;
- Understanding of local Government policies and procedures will be an added advantage
- Only City of Joburg residents will be considered.

Primary Function:

Implement the project plan in line with the approved business case and manage the implementation of projects in order to ensure that goals and objectives of the projects are accomplished within specified timeframes and within budget by utilising allocated resources effectively in order to achieve agreed performance levels.

Key Performance Areas:

- Ensure that appropriate business plans and procedures are developed and communicated to the relevant stakeholders and implemented so that strategic imperatives of the Facilities Management Unit are met;
- Maintain professionalism and work ethics in the execution of responsibilities.

Leading Competencies:

- Computer literacy (MS Office, Outlook and Internet);
- Good command in English;
- Ability to understand the broader business issues;
- Strong analytical and an eye for detail;
- Problem solving skills;
- Collaborative/Teamwork & Accountability.

Core Competencies:

- CoJ policies and prescripts would be an advantage as well as Laws and Acts governing the Municipality;
- Customer and Service Delivery Management (Batho Pele) Ethics, Health Values + CoJ Values;
- Integrity and Professionalism.

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