



Bringing Hope, Breaking Despair, Building Africa

**HAIR & BEAUTY ASSISTANT
YOUTH SKILLS DEVELOPMENT PROGRAMME
PHILIPPI BRANCH**

Living Hope is a Christian Based Non-Profit Organisation and is looking for a Hair and Beauty Assistant to assist in the day-to-day operations of our Hair & Beauty Youth Skills Development programme.

Role:

To support the current team lead facilitator by facilitating classes, sessions, and events in the department (specifically Hair & Beauty Training) and equipping/discipling students to maximise the impact on their lives. Develop the hair & beauty skills of students through targeted training & external engagements.

Qualifications

- Grade 11 minimum, Grade 12 or equivalent preferred
- Hair and beauty certification or equivalent or previous experience

Experience and competencies:

- Computer Skills: MS Office suite (preferably Microsoft 365), Windows 10/11 familiarity.
- Technical Skills: Hair salon skills (additional beauty skills preferred)
- People Skills: Servant leadership, clear communication, coaching mentality, class facilitation, willingness to learn, self-motivation, proactivity, excellent customer service.

Behaviour Characteristics:

- A confident self-starter with initiative
- Integrity
- Dependability
- A desire to serve God in a meaningful and practical way

Job Overview

1. **Facilitate Classes:** Facilitate the classes assigned to you including preparing daily plans, delivering lessons, using & contributing to curriculum, issuing assignments & evaluations, coordinating with external service providers & partners, and addressing student learning enquiries so our students can acquire the knowledge from these programmes.
2. **Mentor Students:** Mentor and develop current & past students as assigned to you by your programme. This may include individual or group coaching, identifying challenges, providing or connecting to support resources and counselling, and identifying & nurturing passion and potential.
3. **Oversee Classroom Spaces:** Maintain, develop, and organise training space(s) and furnishings. Keep space clean and functional.
4. **Equipment & Supplies:** Maintain equipment & materials inventory and conditions. This includes ensuring all materials & equipment are in good working condition, clean, and sufficient, taking action when repairs are needed or more materials are needed in order to fulfil training curriculum. It also includes maintaining an updated inventory of the equipment. Seek out external partners for collaboration, new supplier opportunities, donation & sponsorship opportunities, etc. Maintain relationships with current supplier partners.
5. **Respond to Feedback:** Actively collect student feedback through verbal, written, and digital survey methods. Coordinate with team and leadership to plan for and make changes as needed in response to feedback to improve programmes.
6. **Support Recruitment:** Support student recruitment (overseen by your coordinator/leader) through phone calls, emails, social media (as appropriate), off-site recruiting activities, pre-enrolment interviews, and tracking class rosters for potential & accepted applicants. Ensure Salesforce & any related records are updated.

If you are interested please submit your **CV** and **application letter** detailing why you feel you would be suitable for this job to recruitment@livinghope.co.za. Kindly ensure that you provide your current contact details as short-listed candidates will be contacted to attend an interview. If you do not hear from us within two weeks you must assume that you were not successful.

CLOSING DATE FOR THIS APPLICATION: 17-10-2025