

YoungPeople@Work

Reg. nr: 2012/210099/08 NPC



We live to work – We don't work to live!

ANNUAL REPORT

Period: 1 March 2022 – 28 February 2023

Submitted to the Board of Directors



Prepared by: Frank Julie

Executive Director

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Contact us here:

262 Voortrekker Road, Parow Office Park,

Parow, Cape Town

Cape Town, South Africa

Tel: 021 911 5444

Fax: 021 911 5444

Cell: 073 820 1534

Email: youngpeople.za@gmail.com

Website: www.youngpeopleatwork.weebly.com

Introduction

This is our annual report from 1 March 2022 – 28 February 2023. This has been our best year at all levels! The cancellation of the Covid-19 restrictions assisted us in achieving our pre-Covid-19 targets as well as breaking new ground and exploiting new opportunities.

This report will cover the following:

- Our programmatic interventions and targets achieved
- Challenges experienced
- The impact of our programmes on beneficiaries
- Feedback from beneficiaries
- Opportunities
- Marketing and networking
- Funding and finance
- Youth Business Network
- Staff development
- Conclusion and photos of organisational activities

1. Programmatic interventions and targets achieved:

Programme	Content and duration	Target achieved in 2022	Target for 2023
Online job search/Ms Windows (via WhatsApp)	Intro to computers/Ms Windows, 2 days	4597 (3500)	4000
Online job search/Ms Windows (in-person)	Intro to computers, updating CVs, 3 days training	891 (1000)	1000
Intensive 8 week computer course	6 weeks covering Ms Office	116 (60)	100
Life skills course (via WhatsApp)	Office admin, money management, customer relations, personal dev, job seeking skills – 5 days	19 925 (14500)	14500
Job shadowing	2 days covering trainer techniques, org management	70 (60)	60
Practical office admin training	Office management over 3 days training	155 (60)	100
Practical organisational training	Organisational management over 2 days – to be scrapped due to lack of interest	0 (20)	0
Master Train the Trainer course	Facilitation skills, theories of adult learning – 3 days	28 (60)	40
Youth Business Network (YBN) workshop	Business related topics – 1 day	89 (120)	100
YBN mentoring sessions	6 mentoring session over 3 months	7 (18)	10
Radical Car Wash (RCW)	Recruitment of clients (Grabouw, Cape Town, Touwsriver, Upington)	41 (100) (includes 2 trucks)	100
Department of Employment and Labour	Unemployment Insurance Fund (UIF) and Temporary Employment Relief Scheme (TERS) Referrals via WhatsApp (will be done via Zoom from March 2022)	208 (100)	150
Professional Networking for Jobseekers Workshop	A special workshop designed in Jan 2023 which replaced the Youth Open Day	85	120
Office Admin - Advance Training	1 Day Training–How Office Admin relates to the Holistic Business, re Management, Marketing, HR, MS Teams	41	60
NSFAS	Support with applying for bursaries in partnership with Department of Labour	794	500
Learner licence classes	Hosted in partnership with Anver's Driving Academy since Oct 2022.	148	200
Bookkeeping training	Hosted in partnership with Mzansi Business Services over 10 weeks on a Saturday. Also include participants via WhatsApp	66	100
Matric classes online	In partnership with Tutor Basics SA	52	50

Baking skills	In partnership with Sowing and Reaping	5	20
Sewing and pattern making	In partnership with Higher Faith Community Organisation and Petor Creatives – Youth Development	58 in-person training 177 – Online training	50
FRASA volunteer placements	Referrals of volunteers to FRASA partners namely: Youth Clouds of Heaven, NOSTOP, Sivulingqondo Computers, BBL	9	20
Human Resource Management training	In partnership with NOSTOP (FRASA member)	19	60

Referral opportunity/placement	Nr.
Facebook business promotion and advertising (Market Mondays)	576
Free electronic copy of an entrepreneurship manual worth R150 per copy	41
Referrals via in-person training (Dream XChange, I-College, NSFAS, Wayne, LOTS, & school, Reach Make It Welding and Plumbing, Harambee, Matric classes, Freedom SA to remove criminal records, Passion Photography, Keep Healing, Hair Aid Academy, Edu Cape, Elsie's River Adult Community Learning Centre, DXC, Mfesani, Hopeful Leaders Matric Classes, Bounce Back, YP@W Programmes	1792
Total	2409

2. Challenges experienced and our interventions

- The increase in online training via WhatsApp led to pressure on our admin. We subsequently appointed two volunteers to assist with the admin load of completing CVs, handling enquiries and completing of certificates.
- Load-shedding has worsened and posed a potential threat to our computer training. However, we mitigated this by switching to more laptops with longer battery power.

3. How did our achievements change the living conditions of the beneficiaries?

- Once again, our move towards online training made our programmes more accessible for unemployed youth beyond our operational area. We registered participants from all over the country. Over 24 000 participants were involved in this training.
- Online training could be accessed in the comfort of the homes of participants eliminating the need for travelling and making it safer.
- They access decent jobs enabling them to become economically independent.
- Being economically independent means they are less vulnerable to abusive relationships.
- Their dependants (average 4) also benefit from their income.
- Joining our programmes make our beneficiaries part of our follow up and after care system where strategic information is regularly shared via Facebook (80 200 followers in Feb 2023) and our WhatsApp groups (over 14 000 followers).
- By reaching out to beneficiaries in their own communities we save them transport costs as well as safety due to high levels of crime and gangsterism.
- 8 members from our Youth Business Network accessed funding support to increase their stock in December and for special projects.

4. Feedback from participants:

"I want to take the opportunity to thank Young People@Work for everything you do for our youth. I did the basic office admin and the two computer courses and also the life skills courses online via WhatsApp which helped me so, so much. Because of my CV and those courses I did I get a job offer to work in a call centre but didn't end up going because not long after that I got an even better offer. As young as I am, here today I'm working in an office as an assistant and controller, something I've always wanted to do. And my journey doesn't end here! So thank you again for believing in our youth." (Shireen Bosch)

"I did my online training with you guys about last year November. After receiving my certificate I then started applying for jobs. I however worked in the administration sector for about 6 years where my company closed down due to the pandemic. My reason for sending this message, is to give others hope. So my message to our unemployed sister and brothers out there is:

Empower yourself even if it seems it's just a short course. That small course can open so many doors for you. I then received my 1st call back after applying. 1st interview while 7 other candidates waited to be interviewed. I was the only one with a certificate. And then I successfully got the job. I am currently working in an accounting firm. Less than 2 weeks later promoted in to payroll, currently doing another online course for payroll administrator. It all started with YoungPeople@Work. So thank you to each one of you!! To our unemployed, don't lose hope and never stop empowering

yourself. One thing I have learned Almighty open doors that people can't open. Thumbs up for YOUNGPEOPLE@WORK. MAY ALMIGHTY BLESS YOU ENDLESSLY! I'll be back soon for the bookkeeping course once I'm done with my payroll administrator online! Thank you!! (Anonymous)

“Hi Frank! It is Geraldine here. I have a 2nd update. I received wonderful news today! My 6 month contract which was going to expire next month (December), was extended with another 6 months by City of Cape Town as finance registry clerk!” (Geraldine Diedericks)

5. Opportunities

Roll out of computer training centres

We are in the process of training members of two FRASA affiliates as computer facilitators. They will launch their own computer training centres in April 2023 under our guidance. This is part of our long term strategy to decentralise our computer training to make it more accessible. Computers were donated at a small fee by Sozo Foundation. Memorandums of Agreements were signed with each organisation. We hope to launch similar training in Athlone and Khayelitsha.

Online training via WhatsApp

As reflected in our programme statistics, there has been an explosion of our online training courses via WhatsApp. This was due to more and more Facebook pages sharing our adverts. This increase is reflected in our increase income from this source. We foresee that this will continue to grow and has appointed a special admin person to manage the increased demand.

Rural outreach to Upington

Our team partnered with Oasis Skills Development Training Centre to host a rural outreach to unemployed youth in Upington. 45 participants were trained in computer literacy and updating their CVs as well as training in practical office admin. The outreach was funded by King Baudouin Foundation.

6. Marketing

During this period we used the following media platforms to promote our work:

Facebook – grew from 65 400 to 80 200 followers (sharing of job and training opportunities, motivational messages, competitions, business promotions, referrals, etc.)	5 Electronic newsletters with 3800 subscribers and Website updating. 2 newsletters celebrated our 10 th year existence.	Newspapers (News24.com, Tygerburger, Die Son, The Daily Voice, City Vision) and Radio (Interviews on Radio 786, Cape Pulpit, Radio Koinonia)
12 minute TV documentary broadcasted on Cape Town TV. We received free membership with Cape Town TV for 2023.	Printing of posters, pamphlets and brochure and word of mouth.	WhatsApp groups are opened as beneficiaries register for various programmes

7. Network partners

Apart from our strategic partners working with us to provide training and employment opportunities, we also partnered with the following organisations and institutions:

Organisation	Value received	Value added
Department of Employment and Labour	Placement and referrals/UIF support/NSFAS	Marketing exposure
Community libraries	Free training space	Digital literacy training
Anver's Driving Academy	Bursaries for free training	Marketing exposure
Cyro M Ukunakekela	Bursaries for free HR training	Marketing exposure and free coaching
Mzansi Business Solutions	Bursaries for bookkeeping training	Marketing exposure
Sanlam Foundation	7 second hand laptops	Recognition on various media platforms
Sozo Foundation	20 second hand computers (shared with FRASA members)	Free books on fundraising and marketing exposure

8. Funding and finance

The following donors invested in our organisation this year:

Funding update - 2022

Donor	Type of funding and period	Amount expected	Amount received	Target for 2023
Forza Foundation	Unrestricted – 2022/23	150 000	223 850	150 000
Kerk in Actie	Unrestricted – 2022 /23	480 000	519 546	480 000
Dept. of Social Development	Restricted – Online training 2022/23	270 000	270 000	270 000
King Baudouin Foundation	Unrestricted – 2023 / Contract renewed to 2025	150 000	250 195.92	200 000

Own income	Computer fees, certificates, CV printing, bank interest, individual donations, practical admin training fees, life skills training via WhatsApp fees, car wash income, Ms Teams training, office hire, staff fees, in-person YBN workshops, etc.	300 000	346 161.57 (213 112.15 – 2022)	350 000
Total amount		1 350 000	1 609 753.49	1 450 000

Please note:

- We exceeded our funding target due existing donors committing more funds like KIA, Forza Foundation, KBF and our own income.
- We launched new income streams to strengthen our own income base such as office hire fees, car wash and Ms Teams. We also substantially increased income for existing income streams like computer fees, training via WhatsApp and practical admin.

9. Youth Business Network

We hosted our 3rd mentoring group after an open workshop on 28 January 2022. 7 members were selected. The total nr reached so far since June 2021 is 18 with 4 participants who dropped out. Participant businesses have shown potential for growth with new income streams being developed by most of the participants. Petor Creatives, Passion Photography, WTT Eat and Sweets, Barry Muller Trading, Brown Girl Kreations, Thinking Empire Kids and Keep Healing showed growth. Group 4 will start their mentoring on 17 March 2023 after their open workshop on 27 January 2023.

10. Staff development

The following staff development activities were engaged in:

Activity	Staff involved	Facilitator
Training in money management, organisational management, programme and finance planning	All staff	Frank Julie
Driving lessons	Chante Rass, Shirley De Jongh, Victoria Petersen successfully obtained their learners licence. Chante Rass successfully completed her driver's licence. The other two are in the process of completing theirs.	Driving schools
10 week bookkeeping course	Chante Rass and Shirley De Jongh	Mzansi Business Services
Mentoring and coaching	Chante Rass (mentored by Shirley De Jongh) in office admin, Excel training for staff Shirley De Jongh mentored in work plan management TTT coaching of Amy-Lee Julies Quade Swartbooi mentored in Ms Excel and Ms Access Ms Teams training	Shirley De Jongh Frank Julie Victoria Petersen
Site visit to Sozo Foundation	All staff	Frank Julie
Photography workshop	All staff	Amy-Lee Julies
Coaching of admin volunteers	Jennifer Cornelius and Jessica Petersen. Jennifer also attended learner licence, nail-tech, 8 week computer course, Ms Teams and practical admin training.	Chante Rass/Shirley De Jongh
Job shadowing	Chante Rass at Vodacom Cell Phone Company	Lavinia Koopman
Staff evaluation (July and December)	All staff	Frank Julie

11. Conclusion

As this report reflects, the organisation is growing at a rapid rate as we respond to the needs of our beneficiaries. We anticipate that this trend will continue. We are eternally grateful for the support from our current donors and trust it will continue into the future. I also want to thank our committed staff and board for their unwavering support this year despite the challenges we faced. Our investment in various initiatives during the height of Covid-19 is now bearing valuable returns.

**Thank you,
Frank Julie
14 March 2023**

Photos of organisational activity



From left to right: Imogen Fortuin on her way to Chilli; A NSFAS application session in progress; A free computer session in progress.



From left to right: A practical office admin session in progress; A Ms Teams training session in progress; Chante Rass job shadowing at Vodacom



From left to right: A nail-tech session in progress; A car wash demonstration in progress; A photography workshop in progress



From left to right: A participant who passed her learner's licence; A bookkeeping workshop in progress; Participants during the Human Resource Management workshop.



From left to right: Participants during the Master Train the Trainer workshop; Jenny Cornelius doing admin duties; A school exhibition promoting our various courses