



FREQUENTLY ASKED QUESTIONS

PRESIDENTIAL YOUTH EMPLOYMENT INITIATIVE IN THE BASIC EDUCATION SECTOR APPLICATION AND APPOINTMENT OF EDUCATION AND GENERAL SCHOOL ASSISTANTS ISSUED IN SEPTEMBER 2022

| QUESTIONS | RESPONSES |
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| <p>What is the Presidential Youth Employment Initiative (PYEI) in the Basic Education Sector?</p> | <p>The Presidential Youth Employment Initiative (PYEI), implemented as the Basic Education Employment Initiative (BEEI) in schools across all nine provinces, is a mass employment government-led initiative. The initiative has succeeded in the reduction of youth unemployment and stimulating the economy of South Africa. In the context of the Basic Education Sector, the initiative has assisted in reducing the administrative loads of teachers, supporting teaching and learning in the classroom and preparing classes for lessons. The General Assistants through Handymen and women assisted in maintenance of school infrastructure, cleaning the school building and surroundings. The Sports Enrichment Assistants (SEA) being able to support sporting activities in schools, and the Care and Support Assistants supports learners that may have psychosocial challenges.</p> |
| <p>Who is responsible for the implementation of the PYEI in the Basic Education Sectors?</p> | <p>The National Department of Basic Education (DBE) provides policies, implementation frameworks, regulations, guidelines and any document that supports implementation. The DBE will then monitor and support Provinces as the province implement the project. The DBE further provides oversight, evaluation and reports on the project implemented. The Provincial Departments of Education (PED) will implement the project through Districts and schools. The PED, therefore is responsible to provide resources to ensure that the initiative is implemented successfully in schools. The PED will also monitor the implementation in its province.</p> |
| <p>How do schools determine how much money need to be paid to each assistant for stipends?</p> | <p>The DBE aligned the stipends to the National Minimum Wage policy issued by the Department of Employment and Labour to determine the stipend amount to be paid to the incumbents.</p> |
| <p>What jobs are available?</p> | <p>EDUCATION ASSISTANTS (where a Matric is the minimum requirement) to support teachers during teaching & learning in classrooms:</p> <ol style="list-style-type: none"> 1. Reading Champions The applicant should have passed English as a subject at Matric level and have an interest in reading. 2. E-Cadres The applicant should have passed Matric where a pass in IT as a subject in Matric OR have a qualification in IT OR a certificate course in IT is an added advantage. 3. Curriculum Assistants The applicant should have passed Matric with at least 40% achievement in the subjects where they will be providing support. However, it is essential to note that EAs supporting educators in the classroom will not be teaching, even if they have a teaching qualification. 4. Care & Support Assistants (CSA) The applicant should have passed matric and should have an expressed or demonstrated passion for care and support for youth. The youth that possess a qualification in Social Services Profession or Psychology should be prioritised for placement in schools. <p>GENERAL SCHOOL ASSISTANTS, where Matric is NOT required, to help with:</p> <ol style="list-style-type: none"> 5. Sports and Enrichment Assistants (SEA) for those who express or demonstrate a passion for sports, arts, and culture. |

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| | <p>6. Handymen and women roles – to help with infrastructure and maintenance. Applicants should have interest in infrastructure maintenance jobs. Having the following is an added advantage:</p> <ul style="list-style-type: none"> • any trade certificate; • qualification in infrastructure maintenance; • have an interest in infrastructure related jobs |
| How many jobs are available? | <p>195 100 Education Assistants (EAs) 60 000 General School Assistants (GSAs) TOTAL 255 100</p> |
| How long is the contract for? | <p>Cohort 1 starting in Feb 2023 to September 2023 (8 months); and Cohort 2 starting in May 2023 to September 2023 (5 months) KZN will have one cohort ONLY – starting 1 March '23 for 7 months WC will have one cohort ONLY – starting 1 February '23 for 8 months</p> |
| What is the salary? | <p>The stipend amount will be R4 081.44 per month. 1% employee UIF contribution will be deducted from the stipend amount.</p> |
| How much is UIF? | <p>1 % of the Stipend for employee and another 1 % for employer = 2% will be paid to Department of Labour and Employment. $R\ 40.81 \times 2 = \mathbf{R81.62}$</p> |
| Which schools are included in the programme? | <p>Public Ordinary Schools (POS) & Schools for Learners with Special Educational Needs (LSEN) in 9 Provincial Education Departments (PED's)</p> <ul style="list-style-type: none"> • All no-fee schools; • Schools with <u>multi-grade classes</u>; • Small schools, micro schools, farm schools; and • Farm, rural & township Schools; • Quintile 4 and 5 schools |
| How many opportunities are there per school? | <ul style="list-style-type: none"> • Schools with less than 500 learners <ul style="list-style-type: none"> ○ Minimum of 7 EAs & 3 GSAs • Schools with more than 500 learners <ul style="list-style-type: none"> ○ Minimum 8 EAs & 4 GSAs • Special Need Schools (LSEN) <ul style="list-style-type: none"> ○ Minimum of 8 EAs & 4 GSAs • All fee-paying schools will be allocated EAs only, with reduced number of job opportunities • All schools that do not want to participate will be excluded. The schools need to inform the MEC and HOD of the province in writing their reasons for non-participation and submit to DBE by be 15 Jul'22 |

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| <p>Who should apply?</p> | <ul style="list-style-type: none"> • Unemployed youth aged 18-34 (turn 35 before 31 March 2024 - except for LSEN schools where the age limit is 39 years); Youth must have turned 18 years at the time of application; • Must reside in South Africa with a valid RSA ID book or valid passport and work permit; • Must live walking distance from the location of the school (5 km radius); except for farm/rural schools where the ideal distance is 30km or less; • Only one opportunity can be taken up per household; • Must meet the requirements per category and sub-category applied for; • Must NOT be in Education, Not in employment, NOT studying or training (even part time) – must not be involved in any form of studies for the entire period of the programme – (Phase IV); • NOT participating in any Learnership; • Not in another programme of the Department of Education (e.g. Learner Support Agents, Care and Support Agents, Food Handler, Bus Controllers, Screeners etc.) • Must NOT be receiving government grants for self (e.g., NSFAS, Funza Lushaka, SASSA grants such as SRD 350). Those receiving SASSA grant for someone else (e.g., child grant collectors ARE ALLOWED to apply); Those receiving disability grants ARE allowed to apply; • Applicants cannot participate in any other government income earning opportunities • NOT receiving any other STIPEND, WAGE or SALARY; • DO NOT have a criminal record; • Was not unfairly advantaged above others due to their relations to staff members (SMT or SGB); • Entirely new cohort: DID NOT hold a position as a EA or GSA during Phase I, II or III of this programme. • Youth living with disability must provide a medical certificate confirming the nature of their disability • Youth that have a valid South African Identity Book/Card or valid Passport |
| <p>What are the categories and sub-categories</p> | <p>CATEGORY: Education Assistants (EA):</p> <p>SUB-CATEGORIES:</p> <ul style="list-style-type: none"> • Reading Champions • E-Cadres/ICT • Curriculum Assistants • Care & Support Assistants (CSA) <p>CATEGORY: General school Assistants (GSA):</p> <p>SUB-CATEGORIES:</p> <ul style="list-style-type: none"> • Sports and Enrichment Assistant (SEA) • Handymen or women roles |

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| <p>What are the criteria per category?</p> | <p>Education Assistants (EAs): must have at least a matric but tertiary qualification is preferable, especially in Education</p> <ul style="list-style-type: none"> • Reading Champion The applicant should have passed English as a subject at Matric level and have an interest in reading. • E-Cadre The applicant should have passed IT as a subject in Matric OR have a qualification in IT OR a certificate course in IT. • Curriculum Assistant The applicant should have passed Matric with at least 40% achievement in the subjects where they will be providing support. However, it is essential to note that EAs supporting educators in the classroom will not be teaching, even if they have a teaching qualification. • Care & Support Assistants (CSA) The applicant should have passed matric and should have an expressed or demonstrated interest for care and support for youth. The youth that possess a qualification in Social Services Profession OR Psychology OR Child and Youth Care; OR Social Auxiliary work. should be prioritised and placed in schools. <p><u>General School Assistants (GSAs) :</u></p> <ul style="list-style-type: none"> • Sport and Enrichment Assistants (SEA) The applicant does NOT require a matric certificate. However, they should have an expressed or demonstrated passion for sports, arts, and culture. • Handymen or women <ul style="list-style-type: none"> ○ The applicant does NOT require a matric certificate. ○ Knowledge of any infrastructure maintenance jobs; ○ The applicant should have an interest in infrastructure related jobs. ○ However, should they be in possession of any trade certificate, that will be an added advantage |
| <p>How do young people apply for the position?</p> | <p>There is only one way to apply for this opportunity. Go to www.sayouth.mobi (zero rated) and register. Once you have registered you will be able to apply to a school near to where you live on the mobi site. You cannot apply by visiting the school in person!</p> |
| <p>Where can I go if I need support to register on SAYouth.mobi or if I struggle to apply?</p> | <p>You can visit one of the following centres close to you:</p> <ul style="list-style-type: none"> • Department of Labour centres • National Youth Development Agency offices /centres • Public Libraries <p>There is How to Guides and videos to help you register & apply</p> |
| <p>I can't find my school on the mob-site?</p> | <p>If your school is not appearing when you search. Try deleting the address information that is in the block called "Location" you can do this by tapping the little white cross x in the grey circle on the right.</p> <p>Then press the blue Search button again. This should resolve the problem.</p> |
| <p>When will we hear back if we have been successful?</p> | <p>If you have not heard back from a school by 1 December 2022 then unfortunately your application has not been successful. The schools will communicate only with candidates that are shortlisted.</p> |
| <p>Once I have registered on sayouth.mobi how do I apply?</p> | <p>Once you have registered on the site - the DBE opportunities that match your location will appear automatically. Alternatively, you can search under "Education Assistant" or "General School Assistant" & find an opportunity close to you.</p> <p><u>PLEASE NOTE:</u> if you apply for a position that is in a school too far away for you to walk to, your application will not be successful. ONLY apply to opportunities that you are able</p> |

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| | to walk to every morning. 5km is the max distance to urban schools and 30km is the max distance to farm/rural schools. |
| The mobi-site says that I am already registered on the site but I have never registered? | <p>If you have previously registered on harambee.mobi or on tshepo.mobi you will automatically be registered on sayouth.mobi. So just log in using those details.</p> <p>If you cannot remember your password, please select the option "Forgot password" and if you are using the phone number that you originally registered using you will receive a link via SMS to reset your password. If you have changed your phone number, you will need to call 0800 727272 for help resetting your password.</p> |
| Application period | 26 September 2022 – 16 October 2022 23h59. |
| I am having trouble applying on the SA Youth mobi-site, what do I do? | <p>Thanks for your patience, there are a lot of young people all applying at the same time - which causes the mobi-site to go down occasionally. We are working on it all the time to make sure you can access it. Remember you have until 16 October 2022 to apply so please try again later!</p> <p>SAYouth.mobi is zero rated but still requires a connection so If you struggle to access the site you can also try from another phone or device (perhaps a friend or family member).</p> <p>If you are struggling to access as you have forgotten your password, you can reset via the SAYouth mobi site, using the following steps:</p> <p>Step 1: Go to the login page and find link to 'I forgot my username / password'</p> <p>Step 2: Choose your recovery method. SMS - To use the SMS option you must have access to the phone number used to set up your account and either your SA ID number or your full name. if the profile details match you will receive an SMS with a reset link within 1 hour, select the link in this SMS to set your new password. EMAIL - If you'd prefer to reset via email, you will follow similar steps but you will need to have access to the email address you used to set up the account, once entered you will receive your reset link via email. enter your details, wait for a reset link to be sent to you via SMS or Email. SECURITY QUESTIONS - or you can reset using security questions if you set these up previously.</p> <p>Step 3: open the link & reset your password!</p> <p>Remember that the opportunity is open until 11.59PM 16 October 2022 and we <u>do not</u> work on a first come, first served basis - as long as your application is received before the closing date you will be considered for the opportunities available.</p> <p>You can also call SA Youth toll-free from 9am - 4.30pm on Mondays to Fridays on 0800 727272 Or you can email them on support@sayouth.org.za Or reach out to them on Facebook www.facebook.com/SAYouth.mobi</p> |
| How will I know if my application was received? | Once you apply, the mobi site will display a message saying that your application has been received. This is your confirmation ; you can also view opportunities you have applied for under APPLICATIONS - plus if you try to apply again it will tell you that you have already applied. |
| How do I know if my application is successful? | Those shortlisted for an interview at a school (these are not "successful applicants" but rather shortlisted applicants) will be contacted by the relevant school to invite them to an interview. |
| What documents do I have to supply and when / how do I supply it? | <p>If you are shortlisted and are invited to an interview at a school you will be required to bring:</p> <ul style="list-style-type: none"> • Certified copy of your ID • Certified copy of your matric certificate (where applicable) or NQF 4 or higher qualification proof • CV • Testimonial (from a teacher, priest or chief) <p>The schools will provide a declaration that you will have to sign.</p> |

Requirements for applicants

PREPARATIONS between now and December 2022:

- Go to your nearest Police station to apply for a SAPS PCR - Police Clearance Report (see the process below*)
- Once you receive the SAPS PCR, proceed to Department of Justice and Constitutional Development to apply for vetting on the NRSO (see the process below**)

AT INTERVIEWS AT THE SCHOOLS, you need to submit the following:

1. Certified copy of ID / passport
2. CV
3. Testimonial (from former school, local chief, church leader etc)
4. Copy of your NQF level 4 or higher qualification certificate (this is NOT required for GSA positions) but recommended for EA roles

See below what you need to submit once you are appointed **and start applying for these documents so long to be prepared**

ONCE NOTIFIED THAT YOU HAVE BEEN APPOINTED you need to submit the following additional documents:

1. **SAPS PCR** (Police Clearance Report) to the school where you are appointed. The SAPS PCR is a Fingerprint report (see * on how to apply for this at your nearest Police station)
2. **Certificate** from the Department of Justice to confirm that you are NOT on the National Register for Sexual Offenders (NRSO)
See below at ** what you need to do to apply for this at the Department of Justice
3. **Principal will give you the ACCEPTANCE AND DECLARATION FORM for signing**
You will sign a DECLARATION at the school where you confirm a couple of things, for e.g., you were not appointed in Phase I, II or III as a EA or GSA, you are NOT in employment, education or training, you do NOT receive a R350 SASSA grant, and you do NOT have a criminal record, but it would be best if you can submit the SAPS PCR as soon as possible as this will be required by all appointed EAs and GSAs.

BEFORE YOU START WORKING at the school, you need to:

Submit the following **3 certificates**: *(the school will invite you to the training)*

1. Certificate of completion of Online Orientation training
2. Certificate of completion of Digify Africa digital literacy module
3. Certificate of completion of the National School Safety Framework course

* HOW TO APPLY FOR THE SAPS PCR

1. Go to your nearest Police station or Local Criminal Record Centre (LCRC) and complete a SAPS 91-a FINGERPRINT FORM
2. Pay R75
3. Collect the Police Clearance Report (PCR) within 15 days of application, but you have to take your ID / passport with for collection.

Please note that this might take longer due to the number of applicants applying for this nationally

Make two copies of the report once you receive it and hand the one copy in at the school.


*Keep one copy safe. You will need to submit the original below***

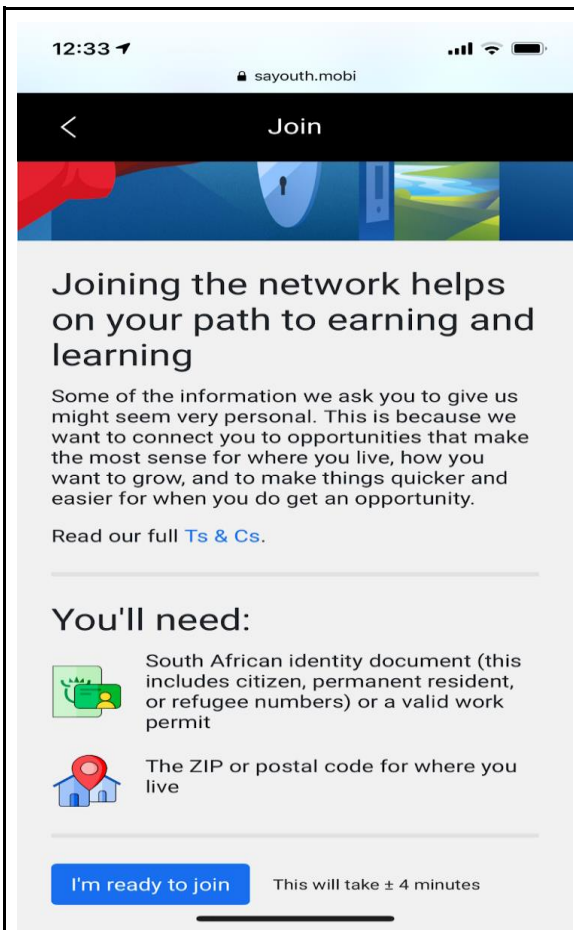
** HOW TO APPLY FOR THE CERTIFICATE to proof that you are NOT on the NATIONAL REGISTER OF SEXUAL OFFENDERS (NRSO)

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| | <ol style="list-style-type: none"> 1. Complete a J738 – FORM 7 and sign the form 2. You need to give reasons for applying for a certificate. Use the following: <i>“I am applying for an Education / General School assistant role at my nearest school”</i> 3. You need to attach a certified copy of your ID / passport 4. You need to attach a SAPS 91-a FINGERPRINT form (see *) – attach the original SAPS PCR and remember the one copy of the PCR goes to the school 5. You need to provide a full forwarding or postal address / physical address / contact number/s / email address / any contact details so that the certificate can be send to you 6. <i>Once your form is completed in full, please hand deliver or courier to the following address:</i> <i>Department of Justice and Constitutional Development, 329 Momentum Centre, corner Pretorius and Sisulu streets, Pretoria, 0002 or any other Justice and Constitutional Office at provincial level</i> |
| How are people being shortlisted? | <p>Applicants are ranked based on their eligibility:</p> <ul style="list-style-type: none"> • Matching the criteria (age, qualification) • Proximity to school |
| If there are any concerns about nepotism/corruption regarding the selection process where can these queries be directed? | <p>All nepotism/corruption concerns must be reported to the DBE directly. Email them at: bee@dbe.gov.za; info@dbe.gov.za; Presidential Hotline; Public Service Commission.</p> |
| What happens if I don't live near the schools that I applied for & get shortlisted? | <p>If you are called for an interview at a school far from your home, you should decline the offer unless you can make arrangements to be in close proximity to that school for the duration of the appointment. There is a chance that you may get calls from other schools that are closer to you during this time so please do keep your phone on.</p> |
| What are my chances of being called for an interview at another school if I decline an interview at a school that is far from me? | <p>There is a chance that you may get calls from other schools that are closer to you during this time so please do keep your phone on.</p> |
| When does this programme begin? | <p>Interviews for the various positions will take place last week of November and first week of December 2022. Schools will contact those they want to interview. Please do not contact SA Youth to find out about interviews. If you have not been contacted by 31 December 2022, consider your application unsuccessful.</p> |
| If I applied early, do I stand a better opportunity to get the job (first come first served)? | <p>No - everyone is measured against the same criteria and shortlisted based on how closely they match the criteria.</p> |
| Is it possible that a person who passed matric very well will not be selected? | <p>The minimum requirement is Grade 12 – but having a diploma or degree provides you an added advantage.</p> |
| Schools I wanted to apply for did not appear when searching, can I still be assisted? I applied at far away schools due to that. | <p>You will only be considered for schools that are within walking distance from the home address we have for you. All schools that are a part of the programme were loaded and available on the system. If you mis-represent where you live and cannot walk to the school you will be terminated immediately.</p> |
| The toll-free number is just ringing, no one is answering, is it working? | <p>Sorry to hear this has been your experience, our toll-free support line is open 9am - 4.30pm if you are struggling to get through, we may be experiencing higher than normal call volumes. Please note you can apply for this opportunity, update your profile & reset your password yourself through SAyouth.mobi. You can also chat to us via our SA Youth Facebook page or send us an email via support@sayouth.org.za</p> |
| I applied on Moya App, Tshepo 1 Million & not SA Youth, will my application be considered? | <p>Yes, you can apply on SA Youth, Harambee or on Tshepo 1 Million.</p> |

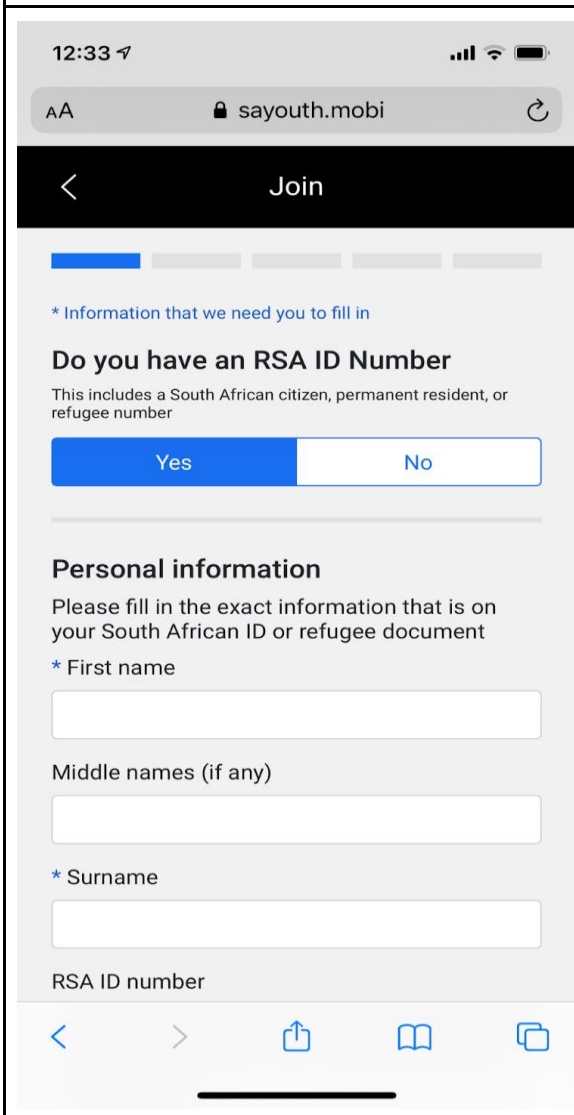
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| <p>Why are students excluded from this opportunity, especially distance learning students?</p> | <p>This intervention is meant for youth that are Not in Employment, Education, and Training (NEET).</p> |
| <p>I was a part of the previous DBE opportunity in Phase I, II or III. I performed well at my school - do I need to reapply or will I automatically get my job back?</p> | <p>Phase IV targets an entirely new cohort of youth, to extend the opportunities to as many people as possible, in line with the set criteria and requirements.</p> |
| <p>If a principal or school representative calls in saying they have not received a list</p> | <p>If a school calls in to enquire about a list (not received, not enough applicants, applicants from far away) please refer the school to their district coordinator as they ranked lists in their possession and can also enquire from the PED project manager if they need more support.</p> |

Step by Step process of Application

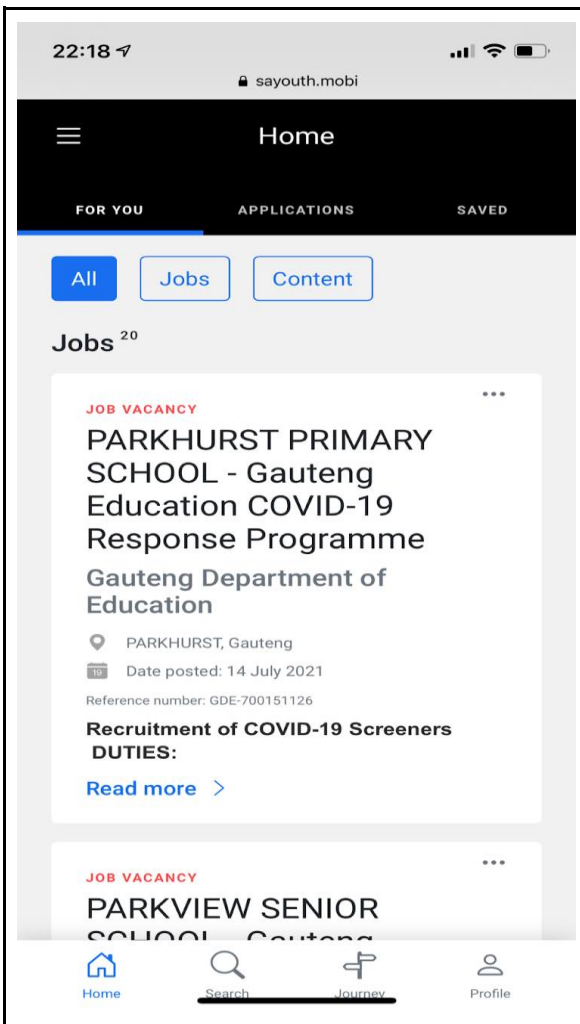
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|  | <p>This page will appear when you visit sayouth.mobi on your phone or computer.</p> <p>Please note that if you have already registered with SA Youth, Harambee Youth Employment Accelerator or with Tshepo 1 Million you can just click LOGIN</p> <p>If you have forgotten your password - you can click the FORGOT PASSWORD button.</p> <p>If you have not yet registered with any of these organisations you must click "Join the Network"</p> |
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The next page tells you what you need to complete your registration and tells you how long it will take - it shouldn't take more than 4 minutes



You can use your ID number to register - however if you do not have an ID number you can still register on the system



Once your registration is complete, a list of jobs available in your area will come up.

On the list will be the Opportunity Cards for the schools that are closest to you.

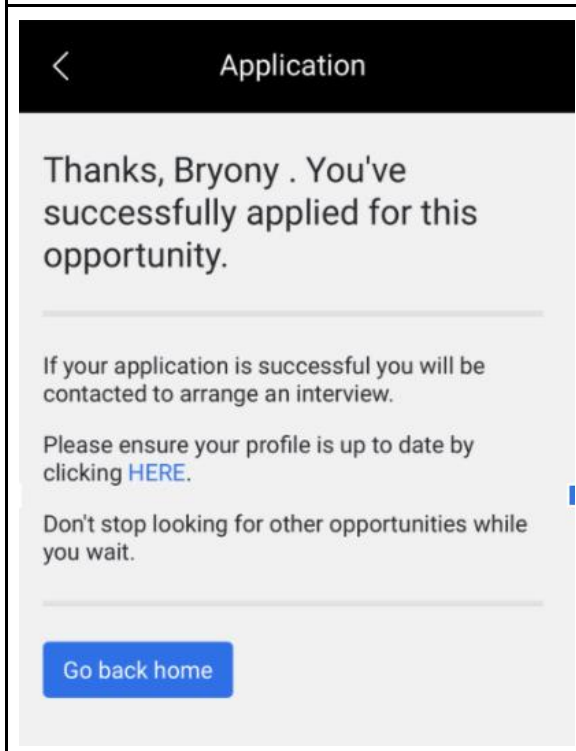
You must only apply at schools that you are easily able to walk to every day.

NEXT STEP: click the Read more button



You can then read more about the details of the job opportunity

If you are interested in this opportunity all you need to do is click the Apply now button



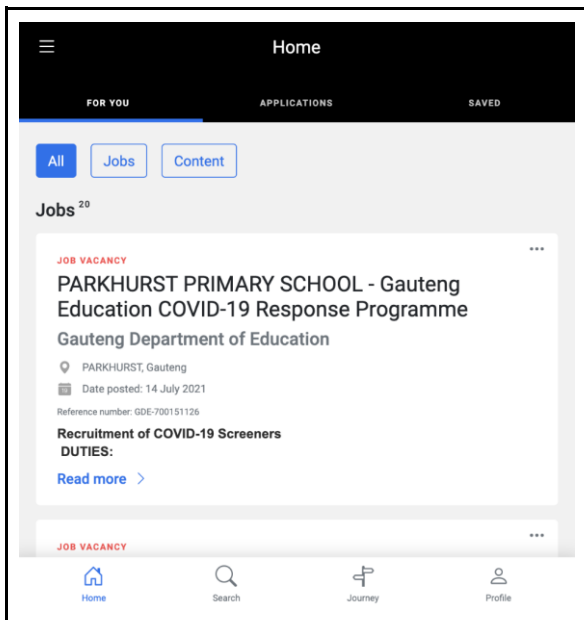
Once you have applied you will see this screen confirming that your application has been successful.

Please make sure you keep your phone on and check it for the next couple of weeks (at least until 31st December 2022) .

If you are shortlisted for the opportunity, you will be contacted via SMS/by the school or the school will call you.

At this stage you will be asked to supply documentation:

1. Certified copy of your ID
2. Matric certificate (if required for the role) or other NQF4 or higher proof of qualification
3. CV
4. Testimonial letter (e.g. former school, local chief, church leader, previous employer)



If you do not see the school that is closest to you on the list of opportunities.

Click the search button at the bottom of the screen and search for the name of the school (note that not all schools in the country participate in this programme)

Apply for the relevant position once you have found the school and complete the questions that you will be asked on the system

Now you need to wait and make sure your phone is on and charged. Applications will close on the 16 October 2022 at 23h59.

Schools will start call, WhatsApp or SMS applicants for interviews. After the interviews, schools will make appointments and advise applicants on the commencement date for training.

Contracts will be from 1 February 2023 or from 1 May 2023 - to be confirmed by Province.

SA YOUTH Sign up

How to start applying for jobs

- 1 Open your phone's browser and go to:** sayouth.mobi
No data needed
- 2 Tell us about yourself**
Answer a few simple questions. We use this to help potential employers get to know you better.
- 3 Visit sayouth.mobi regularly**
Search for new jobs and read work-readiness content to become an effective job seeker.
- 4 Keep your profile up to date**
Tell us about your working journey. The more we know, the more jobs you will match to. Update your phone number if it changes so we can contact you about opportunities.

Check if you have these with you: South African identity number for citizens, permanent residents, and refugees; or a valid work permit for foreign nationals. A ZIP or postal code of where you live or the name of your nearest landmark.

Get support by calling or email
Toll-free number 0800 72 72 72
Monday to Friday from 9am to 4:30pm
or email support@sayouth.org.za

Get support through Facebook
Search for @SAYouth.mobi and DM us to chat to a guide.

SA YOUTH Logging in

How to reset your password

- 1 Open your phone's browser and go to:** sayouth.mobi
No data needed
- 2 Log into your profile**
When you get to the login page, select "I forgot my username/password"
- 3 Open the reset password link**
There are three ways to reset your password:
 - If you use the same phone number you registered with, choose SMS.
 - Or if you use the same email address you registered with, choose email.
 - Or if you setup your security question, answer the question you setup.
- 4 Stay logged in**
This means you won't have to enter your username or password to apply for opportunities. Only use this if you're using your own phone or trusted device.

Have your contact details changed?
For security reasons you will then have to call us and we will verify your identity and reset your password. Call the toll free number below.

Get support by calling or email
Toll-free number 0800 72 72 72
Monday to Friday from 9am to 4:30pm
or email support@sayouth.org.za

Get support through Facebook
Search for @SAYouth.mobi and DM us to chat to a guide.

SA YOUTH Apply for Education Assistant or General School Assistant positions

- 1 Open your phone's browser and go to:** sayouth.mobi
No data needed
- 2 Search for the opportunity**
In the search bar, type in "school assistant" or search for the name of the school closest to you.
- 3 Check the distance from the school then apply**

Who can apply?

- ✓ You're a South African resident between 18 and 34 years old.
- ✓ You live within 5km of a school or 30km for farm schools.
- ✓ If you've never used SA Youth, Harambee, or Skills 11 Million, you'll need to register first before applying.
- ✓ You haven't worked as an Education Assistant or General School Assistant before.
- ✓ If you're applying for an Education Assistant role, you have a matric certification.
- ✓ You don't need a matric certificate to apply a General School Assistant role.

Important dates:

- APPLICATIONS OPEN: From 26 September till 16 October 2022
- INTERVIEWS: During November and December 2022
- CONTRACTS: February 2023 onwards

Get support by calling or email
Toll-free number 0800 72 72 72
Monday to Friday from 9am to 4:30pm
or email support@sayouth.org.za

Get support through Facebook
Search for @SAYouth.mobi and DM us to chat to a guide.