

We provide leadership and management programmes
for corporates, government and communities

CELEBRATE LEARNING



2nd Floor, 7 Anton Anreith Arcade, Cape Town, South Africa, 8000
Tel: + 27 (0)21-421 8577. Fax: +27 (0)21-421 8636
Web: www.onlineftc.com e-mail: info@onlineftc.com

December 2008



Volume 1, Issue 5

YOU WILL FIND SOMETHING

In 1995 I took my first step onto the pasture of community development. Freshly out of school I was invigorated with the same passion as my youthfulness to make a difference in the life of my community. I started working as a fieldworker for the RDP where I came face to face with all socio-economic challenges our newly democratic society faced. Being a product of the very conditions that I was trying to combat, I thought I was in the best position to know what my fellow community members were going through.

Thirteen years later, I found myself in the very same condition that I had tried to help alleviate. I was unemployed and practically homeless. I was crashing at any friend's place that would accommodate me for a night- or two or more... It was end of February and autumn had started early. Community development was my passion, but hunger-and-homelessness was the master of my employment choices. I applied for almost any job, at many places. The responses were as many and varied. My confidence dropped faster than the leaves from the trees.

Like a scared and vulnerable child holding onto his favourite toy, I tried to hold on to the belief that "You will find something..." as many friends and acquaintances tried to comfort me.

I did find something.

One Monday morning I received a call 'out of the blue' from Pepe Hendricks, then Project Manager of the Community Development Practices learnership at The Fundamentals Training Centre.

"Godfrey, are you still interested in doing a course in community development," he asked me expectantly. "That is my dream, you know that," I said. "Are you available on Wednesday," he asked me matter-of-factly. "Yes," I said in a controlled voice while inside me the words were screaming *of course! of course! of course!*

When I started that Wednesday with my confidence still knocked for a six, it was the beginning of a development process that didn't just include community development, but my *self* and my future. I was in my element. I was learning about the fundamentals of community development at The Fundamentals Training Centre! There was much excitement to be observed in my fellow learners on our first contact session at the Slave Lodge. There existed a deep sense of com-

Continued on Page 2

Inside this issue:

Editorial	2
Feedback from our clients	2
Celebration of learning programme for 2009	3
A journey starts with a step	3
Focus on...	4
FTC info	4



Students at work at the Slave Lodge.

(From left: Samatha Diedericks, Godfrey Luyt, Bonga Magazi, Julia Jacobs and Dominisha Pietersen)

SHELTERS BENEFIT FROM CELEBRATION OF LEARNING

My name is Pius Okiror and I was born in Soroti in Uganda. I am the youngest of five boys and three girls and am fortunate that both my parents are in good health: my father is now 95 and my mother 86 years old. I am employed as a full-time manager at the Wynberg Haven and attended the FTC course in Leadership and Management. This is my story.

I was bitten by the travel bug at an early age and made frequent journeys to neighbouring Kenya; by 1996, I was regularly travelling further afield, to Tanzania, Zambia, Botswana

and the United Kingdom. In 2005, when the Botswanan authorities refused to renew my work permit, I crossed into South Africa and took a bus to Johannesburg. I stayed at a Backpackers but, after being robbed three times, I decided it was time to move on, and travelled south, to Cape Town.

Arriving in Cape Town, I had no place to stay but had heard about the Haven Night Shelter Organisation. I ended up at the Haven in Wynberg and started looking for work. While staying at the shelter, I volunteered for any task that needed doing, from

cooking to driving and cleaning. I came to appreciate the role that the Haven plays in helping people get back on their feet. I am now employed as the Wynberg Haven's manager where our staff of 7 assists over 50 clients daily. I enjoy the work, in particular when we are successful in reuniting clients with their families and helping them to move on with their lives.

I believe that in order to be more effective in the workplace, it is very important to continue to acquire skills. While attending a Community Chest

Continued on Page 4

“YOU WILL FIND SOMETHING...” CONTINUED FROM PAGE 1

munity amongst us. It was uncanny that we felt like a community: one. Pepe intensified that togetherness through his style of facilitation by having “circles of sharing” before we started and at the end of each day.

Once we were at FTC’s new premises at Anton Anreith Arcade, on the Foreshore in Cape Town it seemed there was a shift in our togetherness. All of us felt it and expressed our apprehension about it, but perhaps it was a shift that needed to take place. Pepe had succeeded in creating a bond between us but we needed to focus more on our work than the sense of community because as the months passed the workload seemed to become as heavy as the winter rains.

We were in the middle of the course when Pepe announced his departure from FTC. I understood that some people come into our lives for a season. They teach us things and when their time is done, they move on to their next assignment. However, my fellow learners didn’t take well to Pepe’s departure. On the day of this announcement the thick, dark cumulonimbus clouds seemed to hang low and threatening over the training room where we were standing, at what would be my last “circle of sharing” with him. *Everybody*, expressed the heaviness that they felt in their hearts.

During September we had the opportunity to get our training at the University of Cape Town as part of the FTC Spring School. Alas, I was unfortunately in hospital at that time. At UCT the learners were introduced to an environment at a tertiary educational institution.

In October we were all introduced to the newly appointed Training and Development Manager, Jackie Esau. There was definitely a distinct difference - as should be expected - in the facilitation style of our previous

and new facilitator. Where Pepe was more informal and (perhaps sometimes too) relaxed Jackie was the very opposite: very formal and structured. We didn’t take well to the new style of facilitation, but in my opinion it was a style that was much needed to get us focused after a year that was long, yet fruitful.

December will be the last week of contact sessions at FTC and for the first time I realise that next month this time, the experiences of the Development Practice learnership would be a memory. As I sit back and accept this realisation I want to engrave that memory in the forefront of my mind. I hear Mahlubi’s militant voice; I see Anthea’s mother-like demeanour and I feel Samantha Baron’s quiet presence. Goosebumps again cover my skin as I remember Mzi sharing his experience as a child during the uprising in the eighties. Exhilaration oozes through me as I remember the very successful Vukuhambe event of which I was the Project Manager. I recall the arguments I had with Dominisha behind the scenes while planning the event and how successful it was on the day. I can almost feel the same pain experienced during our discourses about the state of our communities.

It was a year of learning filled with fun, love and laughter. I realised my true potential and my capabilities. I rekindled my passion and came home to my calling. I am a wheel of fortune and passion that cannot be stopped and I have rolled onto the highway of my purpose.

I am fortunate to say that I am ending this learnership with a job in the HIV/AIDS and women empowerment field. Thank you to FTC and everyone who made this possible. Thank you to my friends and acquaintances. I definitely found something: my purpose.

Godfrey C. Luyt

EDITORIAL



In this final issue for 2008 of *Celebrate Learning* and as we stand in anticipation of another hugely successful year, we pause for a moment to reflect on some of the highlights of the year gone by. In this issue you will find the reflections of three very distinguished individuals – a Community Developer, a Shelter

Manager and a School Principal – all of whom have been touched by The Fundamentals Training Centre (FTC) in one way or another. After reading the accounts from people who have participated in the learning programmes FTC has to offer, one cannot but think ‘this is all worthwhile;’ there is a way and that ‘we will find something...’. May the power of positive thinking and a ‘can do’ attitude prevail and permeate everything that we do as we prepare for and move into another exciting and challenging year.

Speaking of 2009 please take a moment to look at our Celebration of Learning Programme in this issue. Decide to invest in yourself. Put yourself first. Derive the benefits of participating in any one or more of FTC’s short courses. Our courses are guaranteed to contribute to your professional and personal development. You are urged to enrol now. Call, email or visit our centre or register online at www.onlineftc.com.

I take this opportunity to thank the FTC Team, core staff and associates alike. Your optimal commitment and dedication truly make our clients’ learning experiences everything they want and need.

On behalf of the FTC Team, I extend season’s greetings and wishes for a prosperous, productive and healthy 2009. We value your ongoing support and look forward to seeing you at one of learning programmes in the very near future.

Noel Daniels
Managing Director

FEEDBACK FROM OUR CLIENTS

City of Cape Town - Business Writing Skills Course

“Thanks for the great course that was given by you and your colleagues. I really learned a lot, and will implement what I have learned.”

“Facilitation was excellent, we covered all points.”

Development Practice Learnership

“The reflection was excellent. Pin-pointing where you are and where you want to go, helping us to focus.”

“Thanks for making us feel comfy. Jackie is very focus and has systems which we should follow and they are great!”

Celebration of Learning - Assistant Director for Film and TV

“I found the course very inspiring. Fact orientated, gave an overview on the entire process within the industry.”

Celebration of Learning - Production Management for Film and TV

“Very helpful in terms of content. Many questions answered. Great office.”

Take Beyond - Promoting a Culture of Teaching and Learning

“The vision and the programme for the design excite me. I’m looking forward to every engagement with great expectation and anticipation. Thank you.”

Take Beyond - Fundraising and Community Development and Participation

“Great energy, enthusiasm and expertise. Able to put ideas across very clearly.”

“This helped me look forward on how I can make a difference in my life personally, in the organisation and also help in my community.”

Integrated Life Management (ILM) - Students from Angola, Chad, Congo and Gabon

“The facilitator made it very interesting and clear as possible and provided an excellent presentation.”

“Compared to my past, this training gave me the right opportunity to improve the way I consider myself and the world around me.”

“I would just like to say thank you very much because I have learnt a lot during these few days.”



The ILM students at Spring School 2008

CELEBRATION OF LEARNING PROGRAMME FOR 2009

Course Name	Date	Cost
FTC02 - Assessors' Course* (3 Days + 1 Day Portfolio Building)	<i>Third week of every month. See website for details: www.onlineftc.com</i>	R 3150
This course aims to develop competent accredited assessors. All practitioners (educators, trainers, developers and facilitators) that would like to improve their assessment capacity, especially those interested in being accredited and registered as assessors should attend.		
FTC05 - Leadership and Management (2 Days)	<i>Course 1: 3 & 4 March 2009 Course 2: 5 & 6 May 2009</i>	R 900
This course addresses the day-to-day challenges that leaders and managers face in practically implementing the latest ideas and theories in the workplace. This course is aimed at managers and supervisors who wish to change their management and leadership styles and systems for the better.		
FTC 73 - Moderators' Course* (2 Days + 1 Day Portfolio Building)	<i>Course 1: 10 & 11 March 2009 Course 2: 12 & 13 May 2009</i>	R 3150
This course is for people who conduct internal or external moderation of outcomes-based assessments. Anyone who has completed the Assessor course and wants to further their assessment qualifications is welcome.		
FTC 85 - Business Writing Skills* (2 Days)	<i>Course 1: 3 & 4 Feb 2009 Course 2: 7 & 8 April 2009</i>	R1500
This course is especially designed for managers who need to sharpen a range of business writing techniques used by those in leadership positions. The course deals with identifying the audience, composing and editing documents, writing appropriate and effective correspondence and reports and learning to conduct all kinds of research.		
FTC71 - Establish a Community Resource Project* (5 Days)	<i>26-30 Jan 2009</i>	R 3500
Participants who complete this course, will be able to establish and manage a local community support structure or project in a systematic manner which is informed by the basic principles of development practices.		
FTC72 - Theories and Principles of Development Practice* (5 Days)	<i>23-27 Feb 2009</i>	R 3500
As a participant on this course you will be trained to review development projects in terms of theories and principles of transformative development practice. Learners will also be able to design evaluative programmes and use information to inform future project design in ways that are in line with community principles and dynamics.		
FTC75 - Prepare Learning Support Material* (5 Days)	<i>23-27 March 2009</i>	R 3500
Participants will be able to prepare effective and practical aids to assist learner achievement in development projects. They will also be able to present a variety of information coherently and logically to masses of community learners from different backgrounds and orientations.		
FTC76 - Plan and Conduct Research* (5 Days)	<i>20-24 April 2009</i>	R 3500
Participants on this course will be able to plan and coordinate research activities for the design of development practice projects. They will also be able to coordinate a number of research activities and structure coherent research reports for a range of key stakeholders that may provide assistance to the effective implementation of subsequent programmes.		
<p><i>All courses marked with (*) are accredited.</i> Special group discounts may be negotiated. Contact Hylton on (021) 421 8577 or e-mail: applications@onlineftc.com</p>		

A JOURNEY STARTS WITH A STEP: A PRINCIPAL'S STORY



Leo Tzu wrote: "The journey of a thousand miles begins with one step."

My journey began on the 10th July 2007 when I walked into the hall at Cape the Town Teachers' Centre (CTTC) to start the course, offered by the University of Cape Town. I

listened in awe to the contributions made by so many learned and well-qualified principals. Here I was, an Acting Principal with Foundation Phase training, feeling totally out of place. I felt like giving up there and then!

I had the courage to stay and documented the

following in my journal:
"first step...It was with a sense of excitement and apprehension that I walked into the hall at CTTC to start the course. When I realised that almost everyone had registered, were in groups and had been given course work to read, I felt anxious and uncertain. However, by the end of the day, my attitude had changed, as I felt comfortable in my study group and had a better understanding of the course. Yes, I took my first, rather shaky step on the road to transforming and improving myself as well as my school.

Little did I realise that this first step would be the start of one of the most exciting and fulfilling journeys in my life. As I reflect, I have come to the realisation that I have accomplished much. I have been able to submit assignments of a level that compares well with the rest of the students

and this has helped to improve my self-confidence. As a newly appointed Principal, I found this course has helped me lead my school more effectively. Being part of a study group also helped me to make huge strides in my development as we not only discuss course related issues, but also share good practice and support each other.

I believe that I have transformed into a more confident and mature person and leader. The ACE course has been instrumental in this 'growth spurt' which I have experienced.

Beverley Johnson
Principal, John Graham Primary School and one of 189 Senior School Managers completing an Advanced Certificate in Education: School Leadership with the University of Cape Town, project managed by The Fundamentals Training Centre.

SHELTERS BENEFIT CONTINUED

workshop, I heard about The Fundamentals Training Centre (FTC) and so approached them to find out more about the training offered. I was very impressed by their efficiency and



Pius Okiror getting certificate from Noel Daniels at Spring School 2008

assistance in helping me decide what training to enrol for.

I attended the three hour introductory session on Leadership and Management and Conflict Management and at 'Spring School 2008' enrolled for the FTC Leadership and Management course held at the University of Cape Town. I was very fortunate that the Haven agreed to sponsor my training.

The training enabled me to understand that being the shelter manager means not only running the shelter but also assisting my colleagues to develop and to acquire the skills necessary for the tasks. It also helped me to better understand the role of NGOs and of Government. An important lesson for me was the importance of respecting junior and senior staff, allowing them to participate in any changes in the organisation and shar-

ing my knowledge and skills with them.

The Haven Night Shelter Organisation is currently organising for all Haven managers to attend a FTC course on conflict management, as we appreciate the importance of upgrading our staff's skills in order to be able to meet the needs of our clients. I would like to thank The Fundamentals Training Centre for the excellent training offered and for the assistance provided to me and The Haven Night Shelter Organisation.

Pius Okiror



We provide leadership and management programmes for corporates, government and communities.



2nd Floor, 7 Anton Anreith Arcade, Foreshore, Cape Town, South Africa, 8000

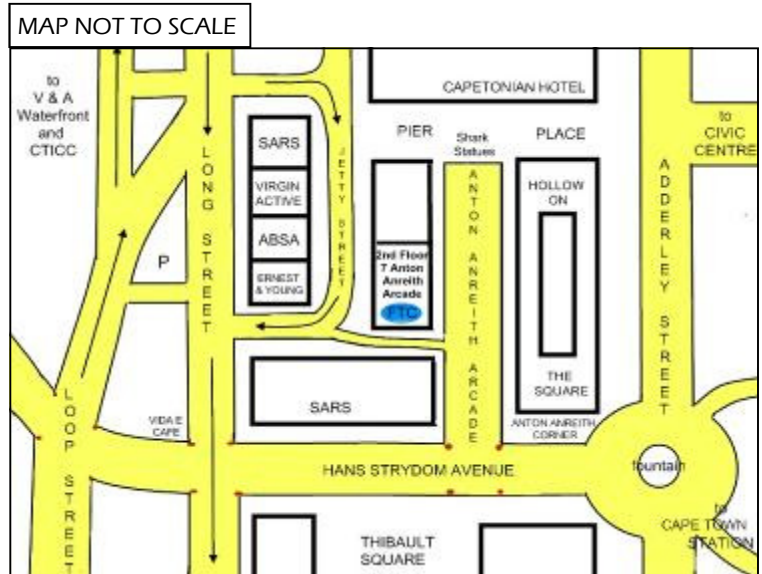
PO Box 20, Rondebosch, 7701

Tel: +27 (0)21 421 8577 Fax: +27 (0)21 421 8636

Web: www.onlineftc.com

Email: info@onlineftc.com

FULLY ACCREDITED BY THE ETPD SETA



FOCUS ON...

Jackie Esau is the Training and Development Manager at FTC. She has worked in the Education, Training and Development field for a number of years and has managed learnerships and skills programmes across the Manufacturing, Construction, Wholesale and Retail and Insurance sectors. She has extensive facilitation and lecturing experiences in the Management field, and has served on Curriculum and Quality Management System committees, as well as Assessor and Moderator forums.

She holds a BEcon (Ed) degree from the University of the Western Cape and is a registered Assessor.

FTC goes to Angola

The Fundamentals Training Centre has been contracted to deliver courses in Business Administration, Financial Management and Human Capital Development for Chevron, Angola. We will be sending some of our best facilitators to Luanda, Cabinda and Malongo to conduct the training between January 2009 and December 2010.

Read more about this exciting project in the next issue of *Celebrate Learning*.

In the next *Celebrate Learning*

- **FTC in Angola**
- **More about UCT's ACE: School Leadership**
- **and other stories...**