



Accredited Provider
The Skills College for Development and Training (Pty)Ltd.

National Certificate: Ward Committee Governance

Qualification ID 57823– NQF 2; 120 Credits

INTRODUCTION

Purpose:

The purpose of the qualification is to enable qualifying learners to apply the relevant competences required for proactive participation as a Ward Committee member so that they achieve municipal objectives.

The learning outcomes contained in this qualification are based on the competencies required to contribute to the effectiveness of municipal processes from a Ward Committee perspective. These competences relate to:

Conducting or participating in formal and informal meetings to achieve Ward Committee objectives.
Involvement in and giving advice on municipal projects.

Assisting in implementing municipal objectives and overall objectives of Local Government by displaying an understanding of core municipal functions as they relate to a Ward Committee context.

Facilitating relations between Local Government and citizens to effectively support the implementation of its objectives.

Facilitating service delivery in a Ward Committee context.

The learners entering this qualification may come from various backgrounds and will be persons who have been nominated by their community onto a Ward Committee to represent the needs of the community, while archiving municipal objectives. It will create an opportunity for the learner to be exposed to various municipal processes and pursue a learning pathway in counselling for Local Government. The qualifying learner will be able to participate actively in overall democracy through proactive community involvement in local government processes.

Rationale:

The qualification is aimed at learners working in a Ward Committee context within Local Government. The newly created sub-municipal Ward Committees play a critical role in achieving the objectives of Local Government including giving practical meaning and substance to the basic political commitment that 'the People Shall Govern'. Being a representative structure of the community and its citizens, the Ward Committees need to inform the municipality about the aspirations, potentials and problems of the people and form a bridge by facilitating proper communication between the Council and the citizens. On this basis, a need was identified to equip learners in the Ward Committee with the competencies they require to function as a Ward Committee representatives. The typical learner will be member of a Ward Committee participating in municipal processes at a local level. In addition

persons seeking future employment in the Local Government sector may choose to complete the qualification.

This qualification is the first in the learning pathway for people involved in Local Government. The pathway includes two legs: one for political representatives at various levels which ends with an FETC in Local Government, and one for administrators and financial managers which ends with a National Certificate at NQF Level 7.

LEARNING ASSUMED TO BE IN PLACE AND RECOGNITION OF PRIOR LEARNING

It is assumed that the learner is competent in:

Communication at NQF Level 1.

Mathematical Literacy at NQF Level 1.

Recognition of Prior Learning:

The structure of this Unit Standard based Qualification makes the Recognition of Prior Learning possible. Learner and Assessor will jointly decide on methods to determine prior learning and competence in the knowledge, skills, values and attitudes implicit in the Qualification and the associated Unit Standards. Recognition of Prior Learning will be done by means of an Integrated Assessment.

This Recognition of Prior Learning may allow for:

Accelerated access to further learning at this or higher levels on the NQF.

Gaining of credits towards a Unit Standard in this Qualification.

Obtaining this Qualification in whole or in part.

All recognition of Prior Learning is subject to quality assurance by the relevant ETQA or an ETQA that has a Memorandum of Understanding with the relevant ETQA.

Access to the qualification:

Access to this Qualification is open, bearing in mind the Learning Assumed to be in Place

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EXIT LEVEL OUTCOMES

1. Conduct formal meetings to achieve Ward Committee objectives.
2. Demonstrate an understanding and apply the role of Ward Committee member in the context of core municipal processes.
3. Display an understanding of core municipal functions and Ward Committee in these functions.
4. Facilitate service delivery in ward committee context.

TIME PERIOD

This Learnership can be presented over a period of 12 months

A SELECTION OF THE FOLLOWING UNIT STANDARDS WILL BE COMPLETED IN ORDER TO REACH 120 CREDITS:

UNIT STANDARDS:

	ID	UNIT STANDARD TITLE	PRE-2009 NQF LEVEL	NQF LEVEL	CREDITS
Core	242891	Apply communication, interpersonal and conflict management principles in Ward Committee functions, processes	Level 2	NQF Level 02	10
Core	242896	Demonstrate an understanding and apply the broad principles of Ward Committee functioning to participate in municipal processes	Level 2	NQF Level 02	10
Core	242892	Display an understanding of the Constitution, structure of Ward Committees and the roles and responsibilities of committee members	Level 2	NQF Level 02	6
Core	242893	Display an understanding of the policy and legal framework guiding the Ward Committee system and its functioning	Level 2	NQF Level 02	6
Core	242895	Support the facilitation of development project service delivery in a Ward Committee context	Level 2	NQF Level 02	8
Core	113955	Apply the Batho Pele principles to own work role and context	Level 3	NQF Level 03	4
Core	123462	Demonstrate knowledge and understanding of the project and the project support services environment	Level 3	NQF Level 03	4
Core	242890	Display an understanding of core municipal processes and Ward Committee participation in these processes	Level 3	NQF Level 03	10
Core	13934	Plan and prepare meeting communications	Level 3	NQF Level 03	4
Fundamental	119463	Access and use information from texts	Level 2	NQF Level 02	5
Fundamental	9009	Apply basic knowledge of statistics and probability to influence the use of data and procedures in order to investigate life related problems	Level 2	NQF Level 02	3
Fundamental	7480	Demonstrate understanding of rational and irrational numbers and number systems	Level 2	NQF Level 02	3
Fundamental	119454	Maintain and adapt oral/signed communication	Level 2	NQF Level 02	5
Fundamental	12444	Measure, estimate and calculate physical quantities and explore, describe and represent geometrical relationships in 2-dimensions in different life or workplace contexts	Level 2	NQF Level 02	3
Fundamental	119460	Use language and communication in occupational learning programmes	Level 2	NQF Level 02	5
Fundamental	7469	Use mathematics to investigate and monitor the financial aspects of personal and community life	Level 2	NQF Level 02	2
Fundamental	9007	Work with a range of patterns and functions and solve problems	Level 2	NQF Level 02	5

Fundamental	119456	Write/present for a defined context	Level 2	NQF Level 02	5
Elective	119517	Advocate and lobby community issues	Level 3	NQF Level 03	12
Elective	242894	Demonstrate knowledge of gender, equity and diversity issues in development projects	Level 3	NQF Level 03	6
Elective	123436	Facilitate community participation in democratic processes and structures	Level 3	NQF Level 03	7
Elective	123464	Gather information and provide assistance for project planning and scheduling functions	Level 3	NQF Level 03	10
Elective	123465	Measure and plan own performance and behaviour in line with roles and responsibilities in a project team	Level 3	NQF Level 03	5
Elective	120383	Provide assistance in implementing and assuring project work meets quality requirements	Level 3	NQF Level 03	6