



Theosis Skills Centre

The House Group of Projects
For the Girl Child in Need

Business Plan

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Mission Statement

Skills, employment and self-employment training
Assisting with 'independent' reintegration with normative society

The Hillbrow Drop-In Centre and Intombi Shelter residential programme provide a service to desperate young girls. Most of our children are found on the streets by our Youth Care Workers while doing fieldwork. These youths are in need and willingly and out of free choice come The House to seek assistance for various reasons. The most common of these reasons are: Having run away from home, living on the streets, physical, emotional and sexual abuse, sexual and pornographic exploitation, drug and alcohol addiction, prostitution, sexually transmitted diseases, HIV exposure, illegal activities, pregnancy, etc. Some of the residents in the above mentioned projects are referred to The House by the Department of Welfare, the police's Child Protection Unit and other organisations working with the girl child in need.

The aims and objectives of The House are to habilitate and to integrate the girl children that come through our doors in need of our assistance. At a certain stage of their development, some of these girls need to be reintegrated with society. To send these children home or to integrate them with society is not always successful and the children again end-up on the streets ... undoing the progress that they have made while being at The House. What is needed is a project where girls can receive employment and self-employment skills training so that they can successfully be integrated into society without having to resort to prostitution or dubious practises for their survival. To fill this need is the task of Theosis Skills Centre.

Aims and Objectives

- Skills, employment and self-employment training.
- Assisting with 'independent' reintegration with normative society.
- Interaction is value based - based on Humility, Simplicity and Compassion.
- The various skills training programmes will be presented at least 2-3 times a week.
- Skills training will be provided over a 6 day week, enabling school going students to benefit.
- Social and Life skills will be an integral part of all the classes presented.
- Reintegration skills must be an integral part of all the classes presented.
- A therapeutic environment must be maintained and encouraged.
- To recruit, train and employ volunteer workers to facilitate the various aspects of Theosis Skills Centre.
- Skills training courses will be:
 - Girl Friday - Computer Literacy, Touch typing and Word Processing
 - Housekeeping
 - Waitresses
 - Beadwork
 - Sewing and Dressmaking
 - Spinning and Weaving
 - Computer maintenance

Who will benefit by the Theosis Skills Centre

The children who will benefit by attending the Skills Centre can be categorised accordingly:

- Intombi Shelter girls who are at present attending school in Hillbrow. On Saturdays and during school holidays, these girls will attend Theosis Skills Centre to learn employment and self-employment skills.
- Children at Intombi Shelter who are not attending school (some of them has had little or no formal schooling) will be encouraged and empowered to learn a skill or skills as they are the most in need of what Theosis Skills Centre has to offer.
- Girls from Hillbrow Drop-In Centre who show themselves eager to break away from life on the streets. Some of them have a High School qualification but do not possess a skill that enables them to find employment.
- Girls and young women referred to us by other Welfare Organisations. Such organisations should provide transport for their girls to attend our classes.

Intombi Shelter is not a children's home and the project's aim is to provide shelter to girls in distress for a period of three months. During this time, we endeavour to reintegrate them with their families or to refer them to a suitable institution. However, during the time that they reside with us, we have the obligation of empowering them by providing life skills training.

Twelve of the girls in our care are at the moment attending a full-time school, but we will not proceed with the fulltime schooling next year. When the school children are transferred elsewhere, we foresee that we will be training more or less eighteen girls every three months.

At the present moment there are girls living at the Hillbrow Drop-In Centre in need of training, and who are very eager to attend Theosis Skills Centre. A local organisation for homeless girl children has enquired as to whether we would be willing to accept some of their destitute girls in our training programme.

An estimated 84 girls will be provided with the opportunity to learn self-employment and employment skills.

Premises and Equipment

Theosis Skills Centre has been in operation the past 18 months, and wishes to continue with the skills training of your girl children and young women. A visible positive difference in the lives of many girl children and young women have been made, and there are many more children than can and should benefit from the employment and self-employment skills training offered by Theosis Skills Centre.

Theosis Skills Centre premises will serve the dual function of being the skills training facility as well as volunteer housing.

The premises consist of four rooms, a kitchen, bathroom and separate toilet. Attached to the premises is a roofed veranda and permission will be obtained to enclose this veranda with windows and to install a ceiling. Adjacent to the veranda is modern living quarters equipped with a private bathroom, and this accommodation may be used for volunteer workers or as an extra room for training purposes. The large garden will be used for recreational activities and for relaxation.

The programme description will illustrate how the furniture and equipment such as sewing machines, computers, etc. will be made the most of.

Employment and Self-Employment Skills

Employment and self-employment skills training on the following skills will be offered to girls selected according to their aptitude.

Girl Friday - Computer Literacy, Touch typing and Word Processing

Not many, but some of our girls are fit to work in a formal or semi-formal office environment. The basics of being a 'Girl Friday' will be taught, such as telephone skills, filing, basic bookkeeping for the management of the petty cash, how to operate the fax, copier, etc. Training in computer literacy, touch typing (35 w.p.m.), MS Word will be essential.

Housekeeping

This is probably the most available type of work in any country and is most sought after when employment includes board and lodging. Housekeeping does not only mean being able to clean, wash and iron, but also entails setting tables, menu planning and cooking, making beds, telephone etiquette, budgeting for and purchasing groceries. In addition when a housekeeper is capable of preparing meals and cooking her opportunities for employment will be increased. Completing a Housekeeping course and having good references will most definitely increase opportunities for good employment.

Cooking and Kitchen training

Cooking, preparing food, knowing measurements, understanding recipes, being handy with kitchen utensils and being able to use kitchen equipment, cleaning, and more, is exactly what happens in the kitchens of every restaurant, coffee shop, hotel, cafeteria and catering company ... a vast employment opportunity always in need of knowledgeable staff.

Waitresses

To be able to set and to serve at table, to take orders, being able to pronounce the items on the menu, and to be pleasant and polite, are probably the most important skills we could teach aspirant waitresses

Beadwork

The House has employed an expert in the production of beadwork articles. This woman has trained some of our staff in this typically South African art form. An organisation in the Eastern Cape has asked us for a quote on beadwork embroidered cushion covers made from mohair. They produce huge quantities of these items for which there is a great demand in the tourist industry. There is also a need for curtains made from various types of beads. Among other items that are popular are Christmas decorations, table ornaments, wall hangings and jewellery.

Sewing and Dressmaking

A full time residential volunteer will teach sewing, dressmaking and the skill of doing alterations, knitting, crochet, embroidery and more.

Candle Making

Decorative candles are always popular, as example the filling a hollow made in sea sand makes a particular candle that is not available commercially. This method of candle making results in a candle that has the appearance of a cluster of broken seashells and sand. At the present moment this candle is unique and is easy to make Not forgetting that South Africa is also a 'third world' with vast areas that does not have the supply of electricity, therefore the making of a large long burning candle to sell within the community is a sure way of generating an income.

Glass Ornaments

A ready market exists for hand painted glass ornaments. A very popular item is wind chimes made from strings of small hand painted pieces of glass. Mobiles and dream catchers, made from painted glass, in the style of stained glass windows, are also popular items.

Spinning and Weaving

We are investigating the possibilities of teaching girls to spin yarn from raw mohair that we may obtain from neighbouring Lesotho, at reasonable prices. There is a great demand for this luxury product.

Life Skill Projects

This is an ongoing process and will continue to be taught at Intombi Shelter and includes:

- Basic literacy and upgrading of school subjects
- Dancing and Singing
- Ethics
- Hygiene
- STDs, HIV and Aids awareness
- Etiquette

Employment and Self-Employment Skills Presenters/Trainers

Employment and self-employment skills training on the following skills will be presented over a 6 day week and at least 2 -3 times a week by The House Group staff and volunteers. The hours of the classes will depend on the skill being taught and the availability of the students, bearing in mind that some of our residents are going to school and will attend classes on Saturdays.

Girl Friday - Computer Literacy, Touch typing and Word Processing

Nomzamo, Prieur and volunteers

Many of the courses such as typing, language, comprehension, vocabulary maths and spelling are available on CD's.

Housekeeping

Pricilla and volunteer Ingrid

Cooking and Kitchen training

Priscilla, Nomzamo and volunteers

Waitresses

Volunteer Ingrid and other volunteers

Beadwork

Priscilla, Nomzamo and volunteers

Sewing and Dressmaking

Full time residential volunteer

Candle Making

Prieur and volunteers

Glass Ornaments

Volunteer Ingrid and other volunteers

Spinning and Weaving

We are still investigating the feasibility. An instructor will have to come from Lesotho to train staff members.

Computer maintenance

Valen, a qualified computer technician, has volunteered to be available to service and repair our computers.

Daily Schedule of Programmes

The following schedule may change as we progress. It is only by becoming actively involved with training that the ideal schedule will be developed.

The programme that a student will attend will depend on their level of literacy, personal skills and aptitude.

08H30	Briefing of students and tutors
09H00	Skills training (2 hours)
11H00	Tea
11:15	Skills training (2 hours)
13H15	Lunch
	Meals prepared by students in the housekeeping and cooking classes.
14H15	Skills training (1½ hour)
15:45	Transport back to Hillbrow

Classes will be attended from Monday to Saturday. On Saturdays, the children from Intombi Shelter that attended Theosis Skills Centre during the week will participate in sport and have leisure time, thereby enabling the girls that were in school during the week access to the facilities and training.

Monitoring of Programmes - Determining Impact

An advisory committee will be elected at the forthcoming Annual General Meeting of The House Projects; this meeting is planned for the 19th of August. The task of the advisory committee will be to monitor activities and to determine the impact of The House Group and Theosis Skills Centre on the beneficiaries of our services, the community and the staff. With the election of the new management committee, a treasurer will be appointed to ensure effective and correct accounting of the income and expenses of the various projects. It will also be the task of the management committee to commit themselves to ongoing fundraising to ensure the continuation of the various projects.

Budget

At the present moment (2002) The House can afford to run Theosis Skills Centre for nine months and additional funding will be sourced through fundraising.

We estimate that the running cost of the project for one year will be as follows:

Fuel for the vehicle that will transport the girls daily 11 440 Km over a 12 month period	R 4 576
Food for two volunteers daily over the same period	R 7 950
Personnel (Priscilla & Nomzamo)	R36 000
Water and Electricity for twelve months	R 5 400
Materials for hand skills	R 7 200
Teaching fees for instructors	R 2 000
Unforeseen expenses	R 2 500
Insurance of premises and appliances/furniture	<u>R 3 700</u>
Total expenses	R69 320

An estimated 84 girls will be provided with the opportunity to learn self-employment and employment skills. The cost will be R825 per child.