

TRAINING & PROFESSIONAL DEVELOPMENT CENTRE

Transforming the lives of Tanzanian youth.

We train, coach and mentor youth from vulnerable and challenging backgrounds to create professional, confident and employable individuals. Through the Hi5 – 21st Century Skills Training, youth are given an opportunity for a better life.

ANNUAL REPORT

1 Sept 2020 – 1 Dec 2021

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Executive Summary

Contact Information



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https://www.Jobortunity.org

Background Information



Initiated: January 2009



Area of Operation:

Arusha, Kilimanjaro & Manyara region in TZ



11 Staff Members



Organisation Type: NGO



Donor funded, but 25.4% self-reliant budget



Expense: Sep 2020 – Dec 2021: € 135,675

Milestones 2020 - 2021

540 Youth Graduated	55 Youth in training	9% Youth Dropped out
19.6% Pre-Covid Employed	19.4% Post-Covid Employed	752 Youth Trained in Outreach
10 Social Partners	75 Company Partners	7 Outreach Trainings

Management Team



Managing Director:
Anande Nnko

Finance & Administration Manager:
Robert Lyaruu

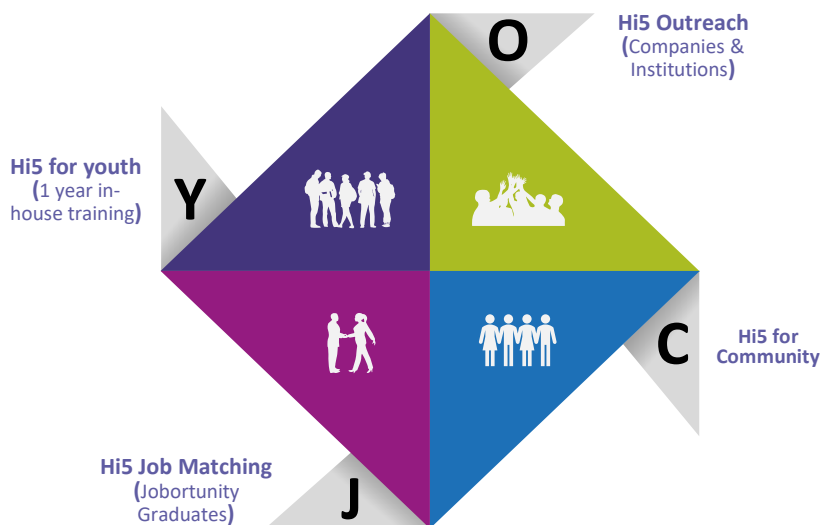
Jobortunity Board Tanzania

Chairman	Francisco Kato
Treasurer	Simplis Samba
Secretary	Victor Laiser
Member	Bashir Mallya
Member	Mbonny Muamba

Advisory Board The Netherlands

Chairman	Jolanda van den Elst-Roelevink
Treasurer	Hugo Jakob Snabilie
Secretary	Shermin Moledina
Member	Carla van den Hurk
Member	Michelle de Rijk

PROGRAMS RUNNING



WHY JOBORTUNITY?

Jobortunity exists to transform the lives of youth in Tanzania by making them employable. We offer youth from vulnerable backgrounds, that otherwise wouldn't have access to education due to systemic barriers, an opportunity to change their trajectory. The impact Jobortunity has on youth has far reaching implications for the community and the nation — it helps to develop the economy, break the cycle of generational poverty, and create a talent pipeline for employers.

WHAT PROBLEM DO WE TARGET?

Tanzania faces a massive youth unemployment problem. According to the statistics, only 2 out of 100 youth in Tanzania attain employment after college (Source: Prime Minister's Office – Jobs, Youth, Employment and people with disabilities, Mwananchi Data, 2019). However, employers report that they struggle to find qualified employees and their retention rate is very low. This equation didn't add up. We identified that the root of the problem is a skills gap i.e. youth lack the knowledge, skills and especially the attitude for employment — youth in general are untrained in the 21st century skills required to obtain and retain a job in the modern workplace.

HOW

Jobortunity has developed an approach to fill this skills gap and teach 21st century skills to youth from vulnerable and challenging backgrounds. Our 3H (Head, Hands & Heart) and Hi5 approaches instil the skills needed for youth to successfully engage with the constantly changing professional world.

For the past 11 years, Jobortunity youth have become self-reliant, are employable, and retain jobs. On average, more than 75% of our graduates obtain decent jobs and remain employed. Moreover, the feedback from employers is positive and they continue to request and hire our graduates. Communities have also reaped far-reaching benefits. Every person with a job supports at least 3 to 5 family members, and many of our graduates have been able to return home to help build infrastructure to benefit the community at large. Graduates feel professionally fulfilled in their working environment and live balanced and meaningful lives.

Vision & Mission Statements



Our **mission** is that disadvantaged youth aged 18 to 25 secure decent employment in companies, feel professionally fulfilled in their working environment and live balanced and meaningful lives. In addition, we contribute to overcome the skills gap between youth (with and without formal education) and companies' employability needs. We provide companies with professional staff to strengthen the service industry in Tanzania.



Our **wider vision** is that these young people can provide a dignified livelihood for themselves, they support their families and impact their communities in a positive and sustainable manner. In order to achieve this, we developed a 5-year strategic plan entailing 7 main goals (2019 – 2024). On 1st September 2019, we embarked on our 11th year as Jobortunity and started the 1st year of the 5-year strategic plan.



- Youth gain new **knowledge** during the Hi5 training and 8 months apprenticeship in a company.
- Youth acquire relevant **skills** during their 8 month apprenticeship.
- Youth achieve the right **attitude** to be successful workers through the Hi5 program.

The Core Approaches

Indicators Used In The Hi5 Approach

THUMB FINGER



- Presenting oneself
- Positive & open attitude
- Taking responsibility
- Time management
- Work ethics

INDEX FINGER



- Planning
- Understanding & following instructions
- Goal oriented

MIDDLE FINGER



- Knowing oneself
- Actively developing oneself
- Confidence
- Taking care of oneself

RING FINGER



- Relationship oriented
- communication
- Being a team player
- Problem solving
- Conflict management
- Customer service

LITTLE FINGER



- Being pro-active
- Being Flexible
- Life skills
- Effective work
- Job application

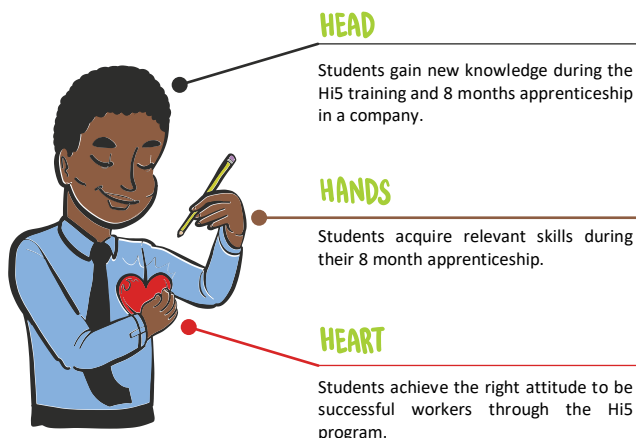
The Hi5 Approach has two core approaches: 3H and Hi5, emphasising personal and social development of students. The same approaches are used in consultancy work (organisational support, coaching and training of employees).

3H Approach

Head: knowledge of service industry and own capacity
Hands: technical and employability skills (apprenticeship)
Heart: positive and professional work attitude

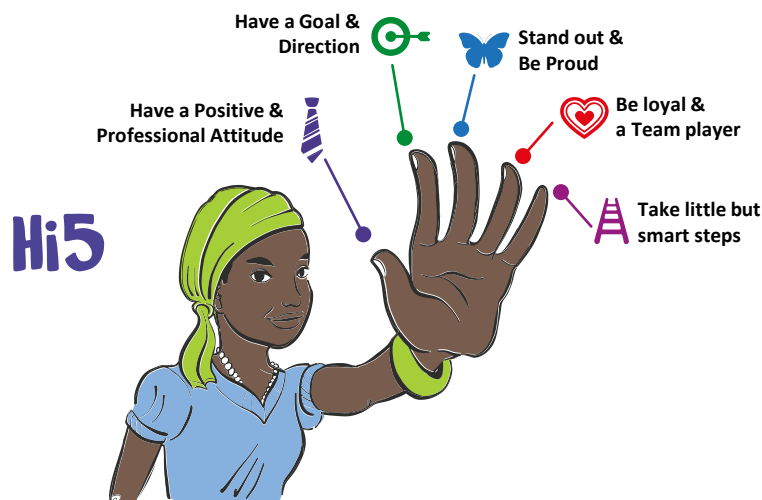
Jobortunity focuses on the Head, hands and heart in combination with giving students new insights and understanding about the job market and employment (knowledge). It facilitates skills training through an 8-month apprenticeship program in partnership with service companies.

THE
3H
OF LEARNING



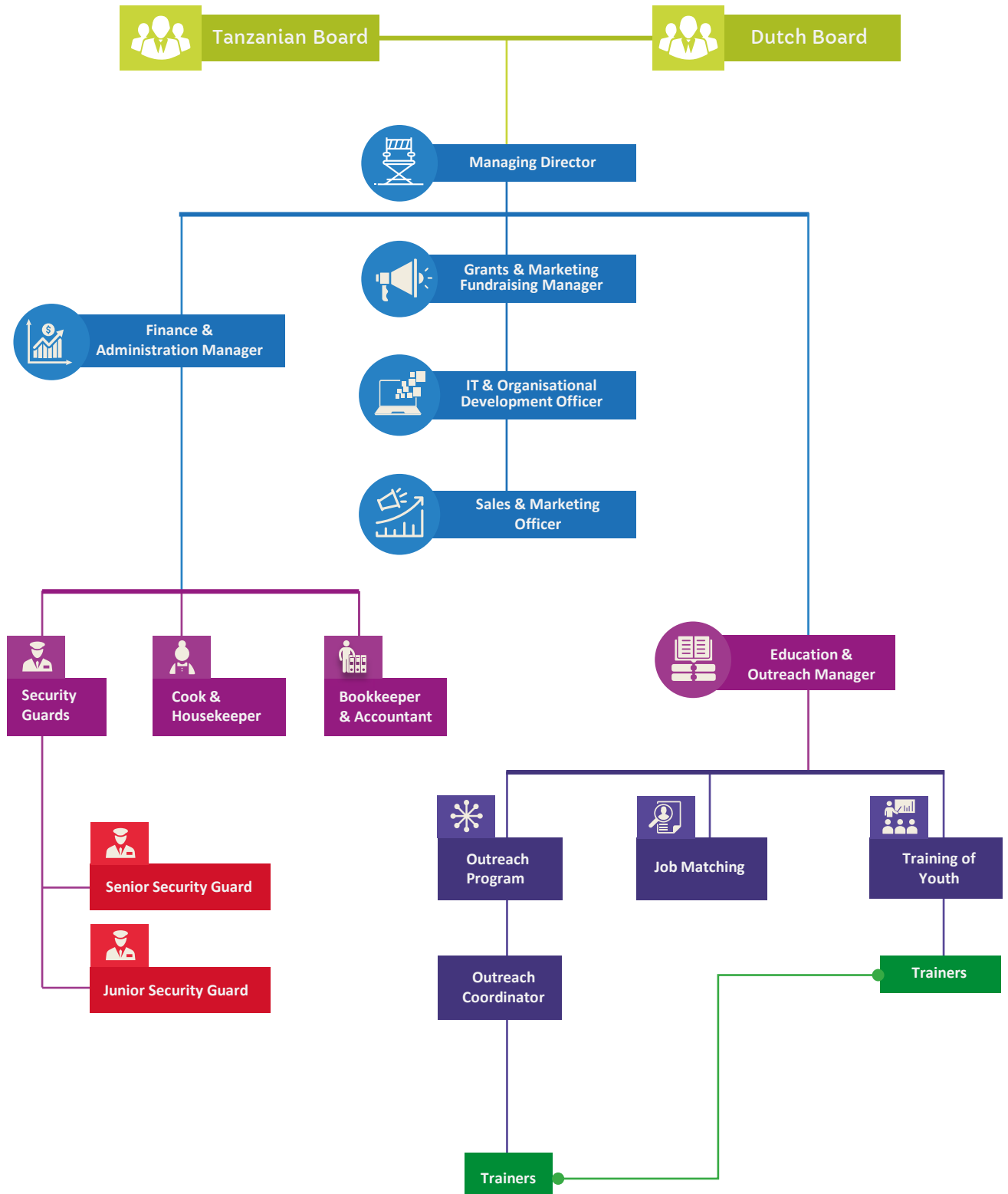
Hi5 Approach

The main focus in Jobortunity is on 'the heart' i.e. attitude therefore the entire curriculum is set up around Hi5, a training approach developed by Jobortunity. All students' development is recorded using a digital Hi5 Tracking system assessing student heart, hands and heart development. The trainers and companies use an application to facilitate tracking and effective work.



Jobortunity Organigram

We have a well structured staff and management system that ensures a smooth day-to-day running of Jobortunity. This guides us in working together in a systemic way towards achieving our strategic goals.





Events & Fun Activities

To keep a brisk of the status quo in the community and the world at large, we amerced ourselves in a variety of productive activities and key events as highlighted below.



**Nane Nane Fair
Partnered with Don Bosco
KIITEC | 1 - 8 Aug 2020:**

The aim was to promote Jobortunity to companies and Youth around Arusha.



**Yogathon by Rotary Club of
Arusha – 4 Saturday in |
April and May 2021**

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**Tanzania Tourism Summit
| 18 Sept 2021:**

3 members of Jobortunity's team, attended the Tanzania Tourism Summit at the Arusha Fairgrounds UWC. Our presence is always useful at these conferences as there are many tour operators, lodges and camps that are interested to find out more about our programs.



**Community & Street Clean up
| 21 May 2021**

70 students, 10 staff members, 20 alumni and other community members participated in the exercise that covered **7KM**



**Arusha Colour Run |
22 May 2021**

Our students and staff ran 5km in the Arusha Colour Run starting at 8am on Saturday morning. 33 participating runners came from Jobortunity, and our staff and students took all the first spots! Great Jobortunity Team effort!



**Community Clean up Day |
17 September 2021:**

Jobortunity organized a community clean-up for the area of the Meru District Council. All team members and 60 students from Class 2021A and 2021B participated. **9KM** was covered.



**Rijk Zwaan Day |
24 September 2021**

Class of 2021B had a study tour at Rijk Zwaan's Green houses at Chekereni. The objective was to introduce our students to diversified employment options.



**Video Editing MasterClass
(Panta Media & Texto
Media) | 19 - 20 Oct 2021:**

Our E-learning implementing partners Panta Media and Texto Media, hosted a Video Editing Conference at Jobortunity to develop technical skills in Tanzania.

Selection of New Classes

Between June 2020 – Dec 2021, we have managed to perform three separate selection exercises for 3 different classes.



Kim Groeneweg, cutting the ribbon with two members of the class 2021A



Candidates doing their selection exercise for the upcoming class 2021B

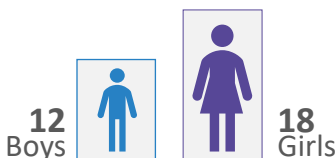


Candidates doing their selection exercise for the upcoming class 2022A

1 Class 2021A

30 Nov, 2 - 4 Dec 2020:

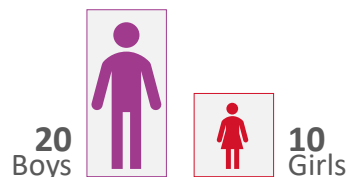
In December 2020 we held our selection process for the 2021A class. We analysed the situation and discovered that when we closed in March for lockdown, 38 candidates had bought application forms. Only 13 candidates who bought the form before we closed attended the actual selection which was held 7 months later. This meant we lost 66% of those candidates. Overall, we sold 97 application forms (including the 38 from pre-Covid), 71 youth returned the application forms, and 60 candidates attended the selection. The number of candidates who attended the selection were fewer compared to the other classes. Fortunately, trainers were able to select **30 qualified candidates** according to our criteria.



2 Class 2021B

7 - 11 June 2021:

For this class's selection, only 75 applicants bought forms. 70 of these managed to return their forms and 64 turned up for the selection exercises. The final selection exercise **saw 30 candidates picked** to join the 1-year Hi5 course.



3 Class 2022A

22 - 26 Nov 2021:

This was done before we closed for the December holidays. Of the 86 application forms sold, 63 turned up for the selection. 32 candidates were selected to join the new class **and 31 reported**.





Students Programs



01

APPRENTICESHIP

For the assignment of apprenticeship companies for the students of **Class 2021B**, there was a significant increase in the availability of apprenticeship opportunities. We have also partnered with two new companies: **Zola Electric**, which took two students for customer care, and **Olerai Lodge** which took two students as waiters.

02

NEW CLASSES



Opening of Class 2021A

For the past year we have conducted 3 separate selections; in Dec 2020, June 2021 and Nov 2021 that yielded 3 new classes – 2021A, 2021B and 2022A respectively, with a total of 91 students.



Opening of Class 2022A

Over the past 3 months Jobortunity trainers have organized Circle Groups every Friday morning. This program is very special to students because they have the opportunity to open up in a safe environment and speak of topics that they normally are unable to. This program is also important to really create long-term positive impact in the lives of our students.

03

CIRCLE GROUPS

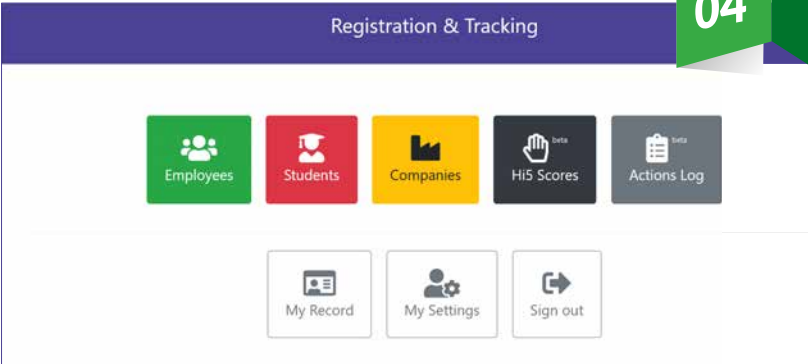


Students Programs

04

Hi5 TRACKING SYSTEM

We started using our new internal Hi5 tracking system for new class 2021A – All students records are now available online. The system also allows for trainers to record their observations and exam scores.



05

NEW LESSONS



Started a new lesson in partnership with the World Vegetable Centre: students learn about organic farming and given seeds to plant at the Jobortunity shamba or at home. We have also developed new lessons on MS Excel and Adaptability. These have been incorporated in our Training of Youth Program (TOY).

06

INHERIT YOUR RIGHTS



IYR have continued to impart our youth with knowledge on things such as identification of one's own rights, the rights of owning land, sexual harassment and all the proper procedures to follow when such rights are snatched from them. On 29th Oct 2021, Class 2021B received their certificates of completion on Women's Rights Curriculum.

Outreach Programs

1

ONLINE PERSONAL LEADERSHIP SKILLS

07 Aug 2020

We conducted our first **Online Personal Leadership Skills Course**. Managers and supervisors of various companies and organisations participated in the 8-day (3 hours/ day) course. The feedback was extremely positive. It even resulted in two large international tourism companies and an agricultural company, requesting for a classroom and another online leadership training for a total 37 of their managers.



3

TAILOR-MADE HI5 TRAINING COURSE

20 Oct – 3 Nov 2020

From 20,21,26, 27 October, and 2,3 November we conducted a tailor-made Hi5 Training programme for 30 kids between the ages of 12-14 years at **Siha Leadership Pre and Primary School** founded by Puchnmi.

We incorporated 21st Century skills training into their programs and educational systems with children's and work.



2

Hi5 APPROACH SENSITISATION

1 Oct – 12 Nov 2020

Dorcas Aid International, located in Arusha, approached Jobortunity in August 2020 to explore partnership opportunities. Their partner, Olokii VTC, a vocational centre in Nduruma, solicited 21st century skills training for 80 students. We ran a test program wherein we train the students and two teachers. On 24 September, we conducted a TOT to sensitise the team of teachers and support-staff about the Hi5 approach and train them in non-formal adult education and learning by experience (ALC of Kolb). On the 1st of October, we kicked off the implementation of a 7-week tailor-made Hi5 training course for students of Olokii VTC.



4

PERSONAL LEADERSHIP SKILLS

Feb 2021

We did a 4 day training program at FIDES:

- 9 Assistant Managers– 3-Day Leadership Course – 11, 15 & 18 February 2021 (new partners since November 2020)
- One-on-One coaching of 8 FIDES managers and facilitation of team sessions (in total we facilitated 3 sessions of each service)



Outreach Programs

5

LIFE SKILL TRAINING

22 – 26 Feb 2021

In February, we performed a one-week Outreach program at Don Bosco Kittec, a technical training school in Arusha of about 50 students. On the final day, one of the female students took our trainer to the side and begged her to return, she said: “Please come back so we have more opportunities to participate, it is the first time I have spoken in front of people.” It is an example of the impact the Hi5 methodology has even on students who only enjoy one week of training.



6

LEADERSHIP DEVELOPMENT TRAINING

17 March – 5 May 2021

Our Senior Trainers completed a Leadership Development Training course at Oasis Young Plants in Moshi. The training took place over six days from the week of 17th March to 5th May, with 13 Managers and Supervisors. The trainings were interactive and participatory, allowing for a positive exchange and a good time during our sessions. The Director was very happy with the results of the course and has already asked our trainers to continue working with the team of Managers via Coaching sessions planned for June.



7

CUSTOMER SERVICE TRAINING

13 – 17 Sept 2021

21 total employees from both **Seronera Camp** and **Kogatende Camp** received a tailor-made customer service training conducted by two Jobortunity trainers, Neema Samwel and Happyness Kaaya. The principle objectives were to improve:

- Customer Service
- Communication & planning between and among the employees
- Problem solving

These camps are part of **Miracle Experience Balloon Safari**.



Visitors

Our doors are always open for anyone willing to learn more about our centre. We have been lucky to receive visitors from Companies, individuals and other like-minded organisations. The exchange of fresh ideas creates room for collaborations sets a tone for mutual growth.



30 July Tanzanian Education Support (Denmark)

TES, a small organisation based in Denmark (Young Vulnerable Youth). Aim was to find out what Jobortunity does and identify areas of cooperation. We are positive and excited to collaborate with them and look forward to host them again sometimes next year.

15 October Plaster House visit to Jobortunity

The Plaster House visited our training centre on October 15. They have a well established centre in Arusha where they help children with physical disabilities through low cost surgery, outreach training and rehabilitation. Our organisations are complementary, and we reached out to their teams to see how together we can help more youth in the future and also get to train their staff.



September The Small Things

One of our goals in 2021 has been to reach out to like-minded NGOs in our area doing similar or complementary work. This is for many reasons: to avoid overlap where we would have synergy, to find new areas to work together, to learn from each other, and in general to have a good relationship with people who have similar ideas and motivations. In September the Small Things brought their students and team members to have a day of exchange and learning together.

28 October Segal Family Foundation

Sharonrose Msaki, Program Officer from the Segal Family Foundation, visited the Jobortunity classrooms and offices. Our staff and students were excited to welcome her and show her what we have accomplished over the course of 2021. We feel that the Hi5 and Jobortunity experienced are best showcased through an in-person visit, so Sharonrose you are invited at anytime!



Covid-19 Relief Program & Vaccination

Jobortunity was no exception in the impact Covid-19 had in the world. We had to quickly adjust in all areas to stay afloat. Our main target was our core stakeholders – the youth. We created specialised aid packages – food distribution, hotline, ICT lessons and the presence of a safe-house for the most vulnerable. We also recognise a huge support from our Donor, Segal Family Foundation, as part of the Covid-19 Relief program.

We set up a Covid-19 Relief Program for **12 boys, 3 girls** and used Jobortunity premises as a Safe House and as a support-centre running covid-19 relief projects together with Future Stars Academy (FSA).



TOGETHER, WE WERE ABLE TO:

- **Get seed kits**, donated by World Vegetable centre and set up a vegetable garden at Jobortunity.
- Distributed **100 basic-need packages** in conjunction with the program at Allmart supermarket, which also helped with brand awareness for Jobortunity.
- Set up a **'hotline'** offering a communication platform disseminating clear and factual information about Covid-19 to educate youth.

Covid-19 Vaccine.

On Friday October 8th 2021, our students were visited by Meru Hospital to present information on the Covid vaccines. Many hospitality companies are or will be requiring all staff to be vaccinated and that includes interns. At the end of the session, nine students immediately took the "jab" (Johnson & Johnson), though there was no pressure as students were also told where they can go and do it when they are ready.





Programmes & Projects

English Programme

Tailor-made English Language program

English Support Fridays. We have a renewed energy, thanks to our new Education Manager Mr. Steven Ndosu, to boost the level of English amongst our students. Now Fridays, besides being known as **Furaha Day**, are English Support days.

From March the majority of lessons are taught in English. Students are expected to answer in English. In the common areas staff asks students to speak in English (when speaking to staff)

Income Projects

In addition to our Scholarship program (which in the QR 2 we reported was a record 50% of students!), Jobportunity students can also participate in the Students Income Project, together with their dedicated trainer. The trainer and student develop a small business plan for a project that will bring the student income, such as making and selling juice, pastries, growing and selling vegetables, etc. The trainers use this as a teaching moment to develop and manage a plan, and the students experience the satisfaction that comes with generating income.



Learning Projects

Both Class 2021A and 2021B took part in the 2 weeks project program on separate occasions. The projects help students to apply lessons such as planning, teamwork, communication skills and problem solving to complete certain selected projects amongst themselves within individual groups. Plans are thoroughly revised to that they are specific and fit within a fixed budget. Some of these projects included: cooking, art work, singing/dancing, gardening and marketing/promotion of jobportunity. At the end of the two weeks each groups presents their final work highlighting the challenges and what they learnt.



Management Transition



On the 2nd of June 2021, Kim Groeneweg, the founder of Jobortunity, officially announced her departure from the Managing Director's position at Jobortunity and joined the Jobortunity Board of Directors in Tanzania. Her strong leadership skills in all aspects of management for the past 13 years have been impeccable. She has been a great mentor and a good friend to staff and many students who've gone through the Hi5 training. Kim was always innovative and open to new ideas in her daily tasks, something that was key for the progress and effectiveness of the Hi5 curriculum. She was thrilled and proud that she was leaving behind Jobortunity in the hands of a strong team. A team that always upholds the values of Hi5.

It's been an amazing journey and I'd like to thank you all for sharing it with me and supporting me! I learned a lot and was able to work with special people. I am very excited about Jobortunity's future. Asanteni wote!

- Kim Groeneweg



The departure of Kim, saw the introduction of a new Managing Director, **Leslie Baxter**. She was fortunate to undergo a thorough 6-month transition period with close guidance from Kim. She quickly immersed herself into the Hi5 culture and was warmly received by the entire Jobortunity team, students alike.

Her vigour and exciting ideas with keen attention to detail was contagious to the Jobortunity family. She contributed a lot in the positive reinforcement of the 5-year Jobortunity strategic plan. Her warm and welcoming personality forged new partnerships with companies and individuals from both within and outside Jobortunity.



Staff Promotions & Hi5 Awards

The Hi5 display from our staff, esteemed partner companies, ambassadors, and the main stakeholders – students, motivated Jobortunity to echo its recognition of the latter hence the promotion of staff and the inception of the first Hi5 trophy.



25 August:

Social Work Coordinator. Neema Samwel has a new title: Senior Trainer & Social Work Coordinator. A big part of our program is individual mentoring and coaching. Our students have challenging backgrounds they are overcoming and our team wants to be able to put more focus on these individual needs for better long-term impact.

25 August 2021:

Newest Senior Trainer. **Happyness Kaaya**. She is a Jobortunity graduate from Class 1 and has been a Hi5 trainer ever since. She is a reference for our program and for other trainers who look to her for input and support – Hongera Happy!



11 August 2021:

The first ever Hi5 Award was given to our long time partners **River Trees Country Inn**.

Staff Promotions & Hi5 Awards

The Hi5 display from our staff, esteemed partner companies, ambassadors, and the main stakeholders – students, motivated Jobortunity to echo its recognition of the latter hence the promotion of staff and the inception of the first Hi5 trophy.



29 January 2021:

The first student to receive the Hi5 Award, **Noel Daniel** of Class 2019B. He exhibited impeccable Hi5 behaviour from the start to the end of his Hi5 training. He was truly an individual to emulate.

11 August 2021:

Hi5 award was also given to **John Mkanda**, for being a Hi5 ambassador. He's an environmentalist working closely with the Meru District Council office and an employee of Ngaresero Lodge (Partners Company). He brought a record number of youth to apply for the class of 2021B.



25 August 2021

Leslie's Goodbye Party

After working together with us for almost a year and a half, our Managing Director, Leslie Baxter, had to say goodbye due to unavoidable circumstances. She was a gem and always full of positive energy around her.



Volunteers & Experts

A couple of volunteers joined us and were greatly helpful to our staff. We learnt a lot from them and they did the same from us. A strong bond has been established and some requested to devote their precious time in future to volunteer again.



Yi-Ju Chen with Jobortunity staff at a fun canoeing excursion in lake Duluti



Yi-Ju Chen with the Jobortunity Team.

Thank you **Yi-Ju**, for the unwavering support and help you extend to us. We have learnt so much from you, and we hope Jobortunity will always be home away from home to you. **PS** - Keep on sharpening your Swahili.

August 2021

IESE MBA Intern Yi-Ju Chen has joined our team for the month of August to develop a Strategic Marketing Plan and to help us make practical improvements to Marketing and Communication of our NGO's activities. Besides her internship activities, she has become our official photographer! She was able to participate in a team outing on Lake Duluti (see picture).



Mwombeki (Left) with Robert, our Finance & Administration Manager

June 2021

University of Windsor Intern.

A Tanzanian student just finishing his 3rd year at the University of Windsor (Ontario, Canada) completed his 40-hour internship at Jobortunity, learning about and supporting our efforts to bridge the skills gap. **Mwombeki Rugalema** participated in our selection activities and preparation for the new class by helping trainers and IT. He also integrated easily with the students of the current class who are the same age.

New Staff, Consultants & Board Members

Change is always eminent. We have been privileged to have new additions to both the Jobortunity staff and the two Jobortunity boards – Tanzania and Dutch. We believe their skills and qualities will catapult the Jobortunity mission and vision.



Anande Nnko
Managing Director

Holds a 12 years' experience working with non-profit organisations and in legal practice. She is passionate working with youth in the non-profit sector, as well as proven management and strong leadership capabilities. She joined Jobortunity from 1st Dec 2021.



Maboni Nick Kimwemwe
Hi5 Training Assistant

Our most recent graduate, and he's now the newest entry to our team! With his intimate knowledge of the program, he's been able to start adding value to the team from day 1.



Steven Ndosi
A consultant in
Outreach trainings

He has vast experience in Development Studies and communication skills. Easily acclimated to Hi5 training skills from day one he joined Jobortunity in April 2021

New Board Members



Kim Groeneweg
Member

Jobortunity Founder and Former Managing Director.



Victor Laiser
Secretary



Simplis Ephraim
Treasurer

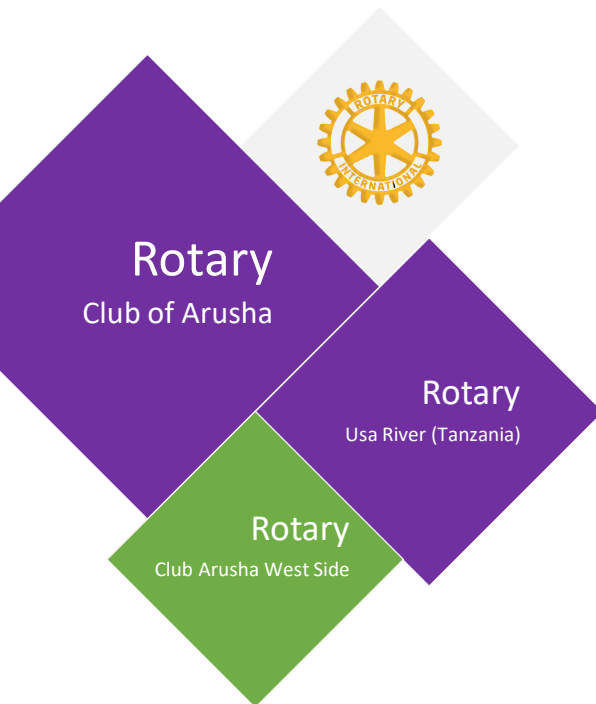


Michelle de Rijck
New NL board member

She has lived many years in East Africa and at the moment is in the Netherlands. She is in the Training and Education sector, and we hope to see her and other NL Board members here in Tanzania as soon as possible.



Students Sponsorships



Rotary Usa River (Tanzania) together with sister organization **Rotary Papui (New Zealand)** are supporting 5 disadvantaged youth to participate in the class of 2021B. Through fundraising efforts in New Zealand, the Rotary of Papui was able to raise a significant amount to support our program of training, mentoring and coaching Tanzanian youth.

Rotary Club of Arusha held a Yoga-Thon to raise funds for Vulnerable Girls in Arusha, and Jobortunity as one of two beneficiaries of this fundraiser – as was previously reported. The event was a success and the money raised is going to support the special scholarships of 4 girls from the Class of 2021B, as well as support the building of a dedicated Girls bathroom for the classroom.

Rotary Club of Arusha West side is generously fully supporting 3 disadvantaged youth to participate in the class of 2021B. Through local fundraising efforts, the Rotary raised money that will support our Training of Youth program and its students that are motivated and enthusiastic to learn, work hard and change their trajectory!

New Partnerships

New Collaborations. We have been reaching out to like-minded organizations around Arusha and Tanzania in an attempt to help and support each other, and look for new ways to do what we do but with better synergies so we do not have unnecessary overlap.



World Vegetable Center

We started a new lesson in partnership with the **World Vegetable Centre**: students learn about organic farming and given seeds to plant at Jobo shamba or at home. our Class of 2021A students were trained to confidently grow their own food, for their families and for their community. This objective complements our mission to develop self-reliant students and adults.



Kili Trails Festival

Jobortunity was selected by Rotary Club of Arusha Westside to be charity of choice for their partnership with the KiliTrails festival which will be held **January 28 – 30, 2022**. We are looking into possibilities of having a presence at the event, we will keep you updated via social media!

Strategic Meetings

Our Team is our pride. We sit periodically and gauge our performance as Jobortunity towards our 5 year strategic plans. This helps us to adjust our efforts, plans and finances appropriately in order to stay on our course.

JOBORTUNITY'S STRATEGIC GOALS

1 September 2019 – 31 August 2024

Strategic Goal 1

We run a successful and **recognised in-house Hi5 TOY** (Training of Youth) programme for disadvantaged youth

Strategic Goal 4

We reach **more youth** through expansion of the Hi5 approach in collaboration with partners in the social sector (public and private)

Strategic Goal 2

We have an innovative student/graduate tracking and organisation **database system**

Strategic Goal 5

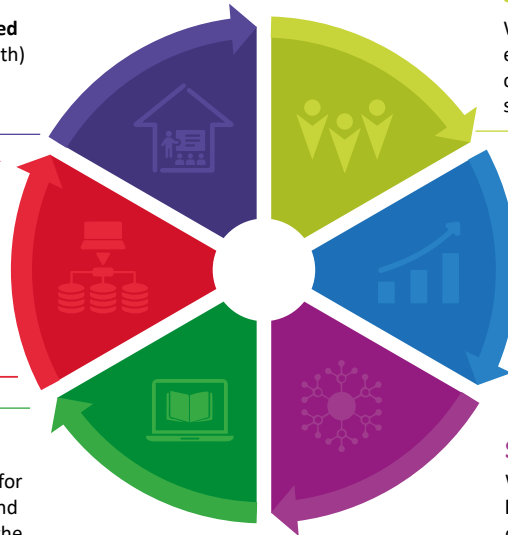
We expand our Hi5 approach towards the for-profit sector to enhance **self-reliance**

Strategic Goal 3

We employ innovative **E-learning** for soft, technical, English language and entrepreneurial skills to enhance the soft skills training program and boost technical skills development

Strategic Goal 6

We run our operations in a **youth hub** shared with like-minded and compatible organisations and companies



5 Jan 2021: Strategic Planning Meeting

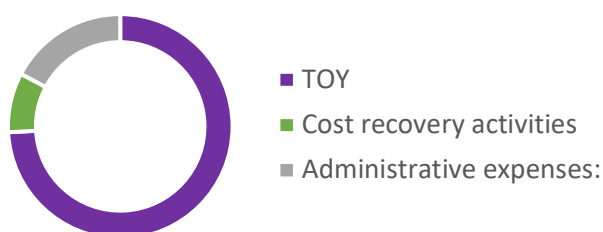
As a team, we successfully completed revising our 5-year strategic plan. We are happy because we were able to remove strategies that we found to be ineffective and add a few new ones.



Financial Report Year 12

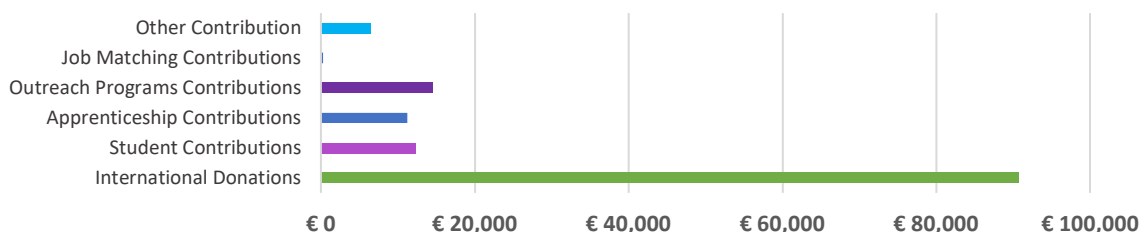
E/N	EXPENSES	AMOUNT (EUROS)
01	TOY: Hi5 for Youth (with the aim: 'Disadvantaged youth access jobs') expenses:	€ 100,633
02	Cost recovery activities i.e. Hi5 Training on the job, Hi5 Job matching (aim: Jobportunity self-reliance) expenses:	€ 11,626
03	Administrative expenses:	€ 23,416
TOTAL EXPENSES		€ 135,675

TOTAL EXPENSES – YEAR 12



I/N	INCOME	AMOUNT (EUROS)
01	International Donations	€ 90,708
02	Student Contributions	€ 12,325
03	Apprenticeship Contributions	€ 11,208
04	Outreach Programs Contributions	€ 14,462
05	Job Matching Contributions	€ 222
06	Other Contribution	€ 6,444
TOTAL INCOME		€ 135,369

TOTAL INCOME – YEAR 12



The total annual income in year 12 is: **€ 135,369**. We managed to generate additional income through cost recovery projects: **€ 14,684**, which is equal to 11% of the total income. In addition, we were able to generate **€ 29,977** as an internal contribution through students / parents and partner companies which is equivalent to 22% of total income. These make up a total of 33% of the contributions we were able to generate locally. The results are positive because only 17% of our target has not been met.

As a result of Covid pandemic, our partner companies had to close up their operations. Also we had to postpone a local fundraising event that we had hoped to hold in February 2021. These led to a drop in local contributions. We hope to make this up in the coming fiscal year.

Administration Achievements

Sept
2020

FAR System

We managed to create a Fixed Asset Register System. All of our assets are in the Fixed Asset Register system. It is now easy to track them, know the current value and be compliant. We are looking forward to make sure all fixed assets have their asset codes. In case of new organisational assets, we will be required to register it by following the new system of fixed assets registration.

Nov
2020

IOAE Application

On the 23rd of November 2020, our application at the Institute of Adult Education was accepted and in December they will conduct an assessment; We expect to have a final answer in March 2021. We are looking forward to becoming a Centre called 'Open School' i.e., we provide access to education to youth that are unable to access formal education and have our programs accredited by the Tanzanian government. Investigation and evaluation of our application to the Institute of Adult Education will take place on 15th December 2020 at our office.

Dec
2020

ARO Inspectors

On 15th December 2020, we received 4 inspectors from Arusha Regional office and Meru District office under the education management unit and Institute of Adult Education. This was part of a step in the implementation of our request we sent last year to the Institute of Adult Education.

Dec
2020

NGO Annual Report

Successfully submitted our first Annual Report as an NGO for the year 2019 to the Registrar of NGOs Tanzania, in Dodoma.

Jan
2021

NGO Compliance

To ensure that we comply with the various procedures and laws set by the government, we have entered into an agreement with the legal firm Narola & Associates to review our current status at the Registrar of NGOs office and to review and advise our various institutional procedures.

Sept
2021

New Audit Year

In September we began our 12-month (1st September 2020 to 31st August 2021) financial auditing with a new firm, ANC Associates. This is in preparation for our final audit at the end of 2021, beginning our new fiscal year following the new calendar year.

Improvements & Additions



E-Learning

19 - 20 Oct 2021:

The Hi5 E-Learning platform is taking shape. We now have a pilot module of professionalism in place, with a draft of all the lessons structured in an intuitive way to capture the attention of the student/learner.



New Donors

13 - 30 Sept 2021:

We added two new donors via the **Jobortunity Board Netherlands**:

- **MW de Hoop** is supporting our program for 2021 via a generous donation. This will ensure that we are able to continue our core mission activities.
- **Pieter Bastiaan Foundation** have generously agreed to support our program for 2021, and this is the first time we work together! We are very grateful for this support.



New ISP Provider

We switched to a more reliable and better Internet Service Provider – Habari Node.



Staff Roles

As tradition, Jobortunity staff get a chance to change or propose new tasks to their existing ones. We got to introduce new important roles to improve the Hi5 program.



GlobalGiving

13 - 30 Sept 2021:

Jobortunity was selected to participate in an Accelerator funding campaign hosted by the crowdfunding platform **Global Giving**. We worked with our network around Tanzania and around the world to raise funds, not from large donors but from individuals. This is the first time we have tried this style of fundraising and in just 2 weeks raised over **\$3,000**. Since it was new to us we made quite a few “rookie” mistakes and will explore this solution in the future with our lessons learned and hopefully develop crowdfunding into a good diversified source of income for our NGO.

Updates on Things Jobortunity



Kim's Retirement Party

16 April 2021

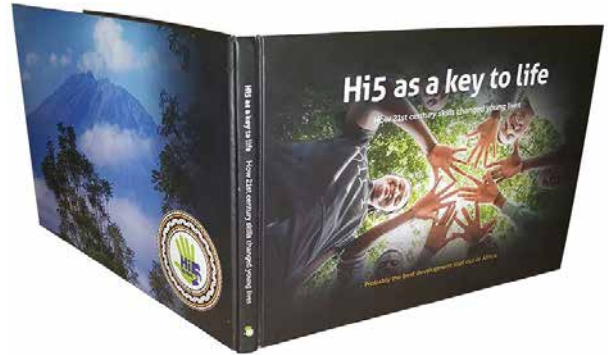
Students, staff and alumni surprised Jobortunity Founder Kim Groeneweg for a "retirement" party. The event included traditional Hi5 Games, Songs, Dances, Energizers. Kim has been the heart and soul of this program and the team is sad to see her leave her day-to-day role. However, she has trained a strong team who will continue her tradition of youth empowerment, and she will continue to stay involved as a Board member and help set the vision and direction.



Consultancy Work

9 - 18 Sept 2020

Jobortunity asked by Avance/Perspectivity, to take responsibility for the entire enumeration progress of the final evaluation on the Golden Line Project of Simavi and Solidaridad in Geita, Tanzania.



Hi5 Book

19 - 20 Oct 2021

The Hi5 Books (Hi5 – Key to Life written by Hans Bassing) have arrived in Tanzania! Four suitcases containing nearly 150 books arrived in the Kilimanjaro airport courtesy of the Dutch Friends of Jobortunity and KLM. We are excited to distribute to our partners that will display the books where tourists and visitors will be able to read about our impact, and to graduates and members of our community.



NACONGO

26 June 2021

Robert Lyaruu, our Finance and Administration Manager was approved as NACONGO representative of Meru District Council as well as elected as a NACONGO leader of Arumeru district.

Updates on Things Jobortunity



Team Building

16 Dec 2021

Once in a while as Jobortunity staff, we meet together and hit the reset button. We do games and energisers whose sole objective is to strengthen the tight bond that we have. We discover so much from each other in terms of personalities, strengths and weaknesses. This is what makes our team grow stronger each day.



New Office Photocopy Machine

April 2021

We finally managed to purchase a brand new Photocopy Machine (Canon ImageRunner 2520) for the office use. This will be a long term investment that will help in bulk printing, photocopying and scanning of various documents.



Vegetable Garden

February 2021

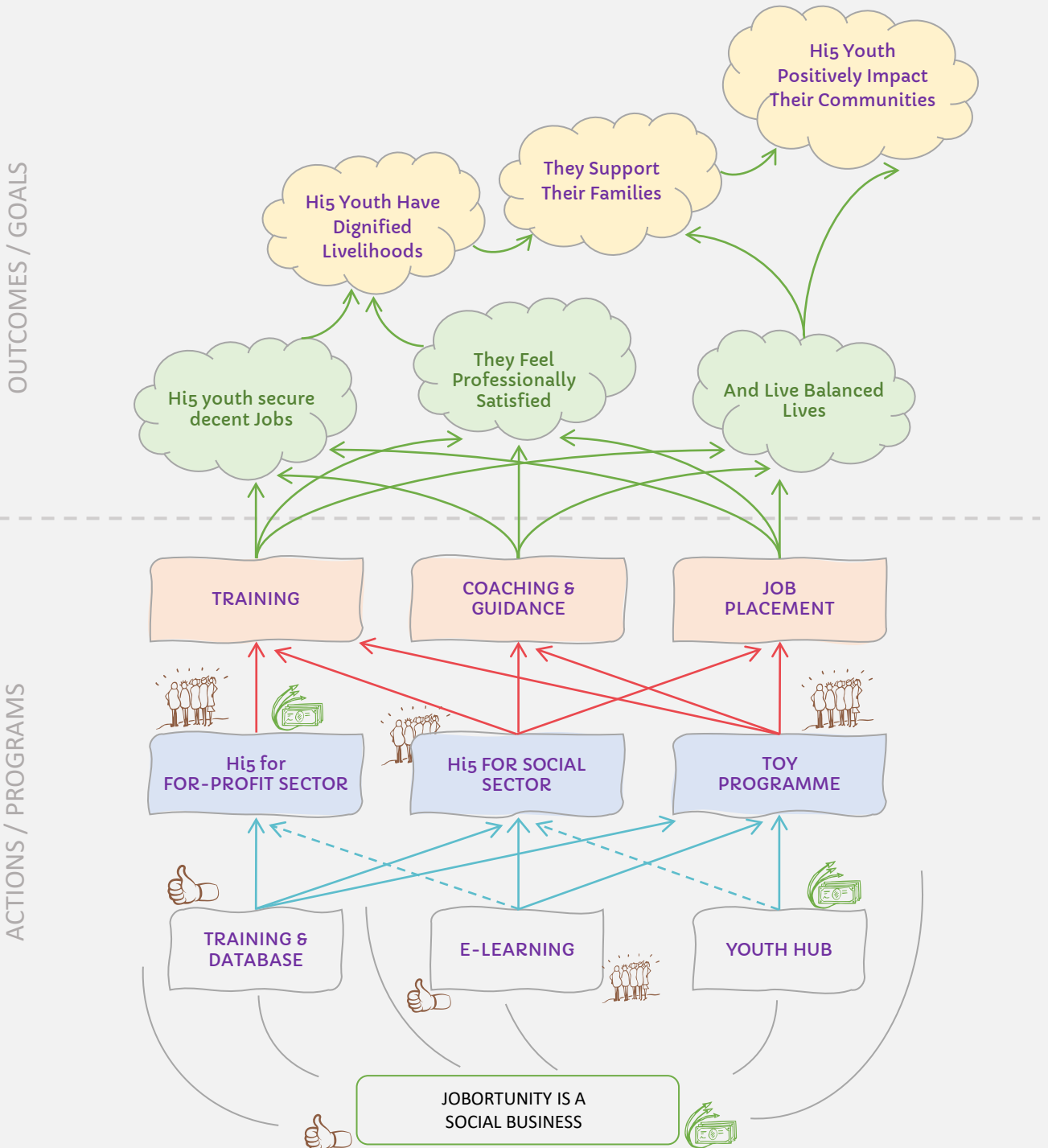
Because we like to focus on each other's progress, at the beginning of February 2021, Jula Washan who is our Security Guard was given the opportunity to start to participate in training with our students about vegetables farming offered here at Jobortunity by the World Vegetable Centre. The goal is for Jula to be the main Supervisor of our vegetable garden and to help students gain more understanding and benefit from this vegetable garden. The vegetable gardens have become an important source of healthy eco vegetables for our lunches and offer students an opportunity to generate income and learn about entrepreneurship.





Jobortunity's Theory of Change

The Jobortunity theory of change stipulates that we work on a set of tasks/activities that focus on helping the youth in the community to better themselves socially and economically.



More youth having the chance to learn the Hi5 approach and principles (SDG 1, 4 and 5).








Continuous **improvement** of our practices: 3H & Hi5 approach (SDG 1, 2, and 3).



Jobortunity grows towards becoming a social business with a **sustainable** operational model (SDG 3, 5, and 6)

The Hi5 Curriculum

The Hi5 curriculum is made up of a plethora of 21st Century Skills lessons that help model youth into professional individuals with positive attitudes, clear goals and direction in their lives.

 THUMB	 INDEX	 MIDDLE	 RING	 LITTLE
Professionalism <ul style="list-style-type: none"> Personal presentation & Grooming (1 & 2) Uniform Police Personal Hygiene Positive/ Professional attitude – Indicators of Thumb Finger Professional - Unprofessional Ten things that get you fired Time management Honesty Stealing Gossiping Balancing home and work The effects of being Hi0 (Hi-Zero) Being serious & responsible (Part 1 & 2) Serious & responsible – Problem Situations Pride of Tanzania – Field trip Arusha National Park 	Orientation <ul style="list-style-type: none"> Opening and team introduction Introduction of students Building Trust Building & surrounding Jobortunity Big 5 Code of conduct Point System Love and Care Cleanliness – Part 1 Introduction of Hi5 Building Confidence Introduction to hospitality-companies Introduction to Tests & Big 5 Personality Test Secret friend End of secret friend – 	Personal Development <ul style="list-style-type: none"> Introduction of Personal Development Plan (PDP) I am proud of me - Indicators of Middle Finger Assignment; Find your strengths & weaknesses Knowing myself – Strengths & Weaknesses My health & my work Healing myself I am proud of my job Self-reflection 	Communication <ul style="list-style-type: none"> Effective verbal communication Positive communication Polite language How to communicate on the phone Body Language (Part 1 & 2) Active Listening (LSA) Criticism versus Feedback Giving & Receiving Feedback – Theory Giving & Receiving Feedback – Practice 	Life Skills <ul style="list-style-type: none"> Indicators of Little Finger Victim of circumstance Bucket of opportunities (the world starts with me) Bullying Sexual harassment How to protect myself – (peer pressure) Timeline Being pro-active Commitment & patience Cultural awareness Quick & dirty money Effective work Being strict (kali & ABC work) Marathon
Job Reality <ul style="list-style-type: none"> Introduction to jobs What to do when you are sick Invisible point system Work ethics Employer & employee expectations Employer & employee rights & responsibilities Differences between boys & girls Company terminologies (Part 1 & 2) 	Planning: Goal & Direction <ul style="list-style-type: none"> Indicators of Index finger Career-test Planning (6W +1H) Family planning & my career Understanding & following instructions How to ask questions How to get something from a busy person Money Planning (Budget) Projects <ul style="list-style-type: none"> Introduction to Projects Evaluation of projects End of projects Parents day 	Individual Topics <ul style="list-style-type: none"> Evaluations Evaluation of orientation (after 6 weeks) <ul style="list-style-type: none"> During the Hi5 course At the end of the Hi5 Course Guidelines Graduation Promotional Fairs Assignments (during PDP) <ul style="list-style-type: none"> Make a summary Quotes 	Teamwork <ul style="list-style-type: none"> Being a team player (indicator of Ring finger) Personal Participation Hi5 Sports Jobortunity Traditional Games 	Computer Course <ul style="list-style-type: none"> Introduction to computer Microsoft Office Word Microsoft Office Excel Internet Email Social media Social media and my career
	Planning Apprenticeship <ul style="list-style-type: none"> Work Practice Fruits & Vegetables Dealing with fear on the work floor How to explain Jobortunity in Apprenticeship Salary Expectations Assignment: Interview an employee Planning for Apprenticeship 	Conflict management & Problem solving <ul style="list-style-type: none"> Win-Win Situation Conflict Management Controlling Emotions Assertiveness Problem Solving (LAAS) 	Customer Service <ul style="list-style-type: none"> Basic customer service Customer Service Customer Service in departments Cleanliness - Part 2 Differences between hotels Being hospitable and service minded Assignment: Evaluation of service 	Job Application <ul style="list-style-type: none"> How to successfully get a job Know what you want & where Job search Curriculum Vitae (CV) Application Letter Job Interview (Theory & Practice) Job description & contract Salary negotiation How to quit a job Pay it forward Lesson & Assignment: Being an ambassador