



# VACANCY: Human Resource Manager (Cape Town)

Are you looking for an opportunity to make a positive impact in the education and holistic wellbeing of impoverished children in South Africa?



Christel House is an international non-profit school with a single mission: to break the cycle of poverty. Poverty touches every aspect of a child's life, determines their future and almost always leave them trapped in a spiral of unemployment and continued poverty.

**We break the cycle of poverty** by offering no-fee scholarships to students from some of the poorest neighbourhoods and supporting them for 19 years with a fully serviced, holistic education of the best quality while following national regulations and being oriented to achieving educational goals. We operate eight Grade RR-12 schools around the world of which the centre in Cape Town, established in 2002, is the only centre in Africa. Christel House South Africa (CHSA) currently serves twenty communities in Cape Town.

As part of **our holistic 19-year offering**, we instill strong character development ethics, complemented by professional health care, nutritious meals, psychosocial counselling, family assistance and college and careers planning and support (up until five years after graduating).

**About the position:** In this role, the Human Resource Manager will be responsible for developing and implementing a best-fit talent management strategy. They will support and build a workforce committed to our mission, living and inspiring our organizational values and achieving their highest potential within a positive thriving workplace that cares for their well-being, promotes diversity, equity, and inclusion, and enhances trust and a sense of belonging. The Human Resource Manager will work closely with the leadership team to identify, develop and retain talent, ensure that the organization has a strong pipeline of skilled and diverse professionals, create a culture of learning, growth, and innovation. The position reports to the Chief Finance and Operations Officer.

## Recommended requirements:

1. Post-graduate degree in Human Resources or Organisational Psychology or similar (or NQF equivalent).
2. Minimum of 7 years' experience in a relevant field with at least 2 years at management level.
3. Demonstrated knowledge of HR process, policy and systems development; labour law; organisational design, change management, training and development and compensation management.
4. Excellent communication skills in English. Being conversant in isiXhosa and/or Afrikaans would be an advantage.
5. Previous experience working in education or an NPO.
6. Demonstrated ability to build organisational capacity and systems in a multicultural and diverse working environment.

**To apply for the position**, forward your CV with a short motivation by no later 24 April 2026 to Glynnis Idas at [recruit@sa.christelhouse.org](mailto:recruit@sa.christelhouse.org)

Christel House is an equal opportunities employer. As such, remuneration is market related including benefits. Preference will be given to candidates from Employment Equity designated groups.

[www.sa.christelhouse.org](http://www.sa.christelhouse.org) | Swallowcliffe Drive, Ottery, Cape Town