



Khuthaza Contractor Development: Cornerstone Programme 2010

The Cornerstone programme is targeted to women who have had *some* exposure to construction but are still in the early phases of establishing a construction company.

If you have made the decision that you are ready to begin developing your own business but need a solid foundation upon which to build, this programme is for you! The Cornerstone programme will provide you with a base of knowledge, skills and networks to build upon.

Applicants should be able to demonstrate a strong interest in developing a construction company, good entrepreneurial potential, and a commitment to learning from all angles.

This is an 8 month certificate programme (March – November) taking place in Joburg.

Programme Objectives

The Khuthaza Cornerstone programme creates a forum through which programme participants are able to build a foundation of knowledge and skills.

In addition, this programme sets out to provide new/recently established businesses with:

- General start-up information for businesses
- A basic understanding of the operations of a construction company
- A general awareness of the industry (role-players, regulatory environment, construction economy etc)
- A basic foundation of business knowledge and technical skills
- Access to the experience and skills of others in the Khuthaza network, particularly other women involved in the sector
- Exposure that will assist them to set plans on how to go about gaining experience and further developing their businesses
- Opportunities to gain a level of practical experience
- Personal and professional development skills
- Information related to accessing and managing business finance
- Information related to areas of specialisation within the construction sector
- Entry into the industry pipeline
- Encouragement and support

Programme Components

Khuthaza's Contractor Development Programmes are unique in that they bring together a number of components and offer development through a wide variety of activities. The activities within each component vary according to the programme level.

PROGRAMME COMPONENTS	DESCRIPTIONS / ACTIVITIES
Assessments	Evaluate where you are in your personal and business development. This info will be useful in identifying areas for development, setting goals and accessing opportunities in the industry.
Career/Business Guidance	Information to enable you to consider options in terms of career development and business specialization.
Personal Development	Leadership, team building, professionalism, and communication skills.
Training	Seminars, workshops and formal training targeting a range of skills.
Business Tools	Industry information, business systems, software, templates and other tools to facilitate business development and efficiency.
Networking	Opportunities to engage with others in the industry.
Exposure	Site visits, exposure to specialist businesses and opportunities to interact with established industry.
Advisory	Links to advisors in various aspects of business.
Linkages	Info on and links to appropriate resources, development programmes and BEE opportunities.
Giving Back	Opportunities to share while gaining experience.

Programme Activities

The programme provides a range of Personal, Professional, Business and Technical skills.

Training

- Computer skills
- Technical skills such as bricklaying, painting, plastering, plumbing and carpentry.
- MicroMBA
- Cement & Concrete Institute course: SCT 12 Mortars, Plasters, Screeds and Masonry

Site Visits

- Site visits and volunteer opportunities to gain experience and widen exposure

Seminars

A schedule of seminars will be available soon. Activities will mainly take place on Saturdays. The programme will include topics such as:

- Basics of Building
- Optimising Your Performance: a 3-day Personal Leadership Programme
- Setting Up a Business and the Construction Regulatory Environment
- Interpreting Drawings (Building Plans)
- Accounting and Financial Management
- Procuring Work & Accessing Business Finance
- Costing Your Projects
- Tendering
- Planning and Managing Your Projects
- Who's Who on Site
- Material Management and Site Management
- Project Admin and Managing Finance
- Health & Safety / Quality Control (Site Visit)
- Improving Your Access to Finance
- Communication Skills
- The Next Steps in Developing Your Business

Expectations

Participants should be willing and able to:

- ✓ Attend at least 85% of the set programme dates
- ✓ Attend a limited number of *weekday* training and site visits (advanced notice will be given)
- ✓ Demonstrate that they have already had *some* level of exposure to the construction industry and the potential to run a successful construction business.
- ✓ Demonstrate a strong ethical character and commitment to the long term development of their businesses
- ✓ Keep Khuthaza informed of any projects undertaken while involved in the programme
- ✓ Travel to training centres and construction sites across Gauteng
- ✓ Demonstrate basic computer skills

Access to a cellphone is essential but access to a computer, email and internet is highly recommended.

Important Dates

Friday 26 February	Applications Close (18:00)
Friday 5 March	Successful applicants will be invited to register for the programme
Saturday 13 March	Opening Session (8:30 – 14:00)

Fee

R2400 (once off fee) payable by the end of March 2010.

Application

Please note that there will be a formal selection process for this programme as we are looking for individuals with the drive, potential and interest in the industry necessary to develop strong companies. Applicants with exposure to the industry and those who have participated in Khuthaza programmes in the past are encouraged to apply.

Closing Date for Applications: Friday 26 February 2010 (18:00)