



Khuthaza Contractor Development: Re a abelana Programme 2012

*Building a knowledge and network base that supports creative and sustainable avenues for business growth.
Higher Level Certificate Programme*

RE A ABELANA is for the more experienced contractor looking to grow her business. Contractors in this programme should have a minimum of three years experience running a construction company, be fully compliant with all regulatory obligations and have completed at least 3 significant projects. Participants who have completed Connection but do not yet have this level of experience are also welcome. Applicants should be able to demonstrate their potential, commitment to business, and the appropriate level of knowledge and experience.

This is an 8-month certificate programme (March – November 2012) taking place in Joburg.

Programme Objectives

Re a abelana creates a forum through which programme participants have greater access to leaders in the industry and opportunities with the established sector. The programme aims to provide participants with skills, exposure, networks and knowledge that will enable them to grow their businesses and plan for the long term.

This programme sets out to:

- Enable participants to have a greater understanding of the sector and to effectively engage with the established construction industry
- Assist contractors to identify areas for business development
- Improve the contractor's ability to access finance
- Provide participants with avenues to develop their skills – particularly focusing on project management, leadership and financial skills
- Improve their ability to deal with financial, commercial, and contractual issues
- Facilitate access to BEE related opportunities
- Facilitate access to skills, knowledge and tools that should lead to an improvement in a contractor's ability to deliver projects on time, within budget and of good quality.

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, presentation and negotiation skills.
Training	Seminars, workshops and formal training targeting a range of skills including: business, financial, technical, IT, project management.
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 including SAFCEC, MBSA and a range of stakeholders.
Exposure	Site visits, lunch meetings with industry leaders, interaction 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

Project Management

- A 5-day intense, high-level Project Management course forms part of this programme. The course will be scheduled in the second half of the programme.

Technical Skills

- Participants will have the opportunity to register for technical training that suits your specific interests.

Site Visits

- Site visits and volunteer opportunities to gain further experience and widen exposure
- Women's Build 2012 in August with Habitat for Humanity

Seminars

A DRAFT schedule of seminars is included in this document.

Industry Leaders Series

Participants will have the opportunity to engage informally with industry leaders through a series of breakfasts and lunches.

Re a abelana Seminars and Activities 2012 (DRAFT Schedule)

March

Saturday	10	Launch Seminar
Saturday	17	Strategic Business Planning
Tuesday	27	Site Visits and Networking with RAA graduates

April

Saturday	14	Accessing Finance Part I
Thursday	19	The Construction Economy, Trends and Projects in the Pipeline

May

Saturday	12	Site Visit
Saturday	19	BEE and Partnering with the Established Sector
Wednesday	23	Procurement – Developing Your Client Base and Accessing Work

June

Fri-Sat	1-2	Negotiation Skills
Tuesday	12	Lunch with Industry Leaders
Saturday	23	Advanced Presenting Your Business / Communication Skills

July

Saturday	7	Advanced Cashflow Management and Improving Bankability
Fri-Sat	13-14	Coaching for Excellence (Managing Teams)
Tuesday	24	Breakfast with Industry Leaders

August

Saturday	4	Business Finance and Tax
Tuesday	7	Advanced Contracts and Legal Issues
Mon-Fri	13-17	Women's Build
Thursday	23	Breakfast with Industry Leaders

September

Saturday	8	Human Resources
Thursday	13	Advanced Costing and Tendering
Thursday	20	Breakfast with Industry Leaders plus Health & Safety Site Visit

October

Tuesday	2	Accessing Finance Part II
Saturday	6	Building Your Supplier Base, Negotiating Prices and Managing Relationships
Saturday	20	Khuthaza Teambuilding / Sports Day
Wednesday	24	Green Building

November

Fri-Sat	2-3	Analysing Financial Statements, Improving Access to Finance, Managing Risk
Tuesday	13	Business Planning Review and Industry Leaders Lunch
Saturday	17	Closing Session: Next steps in developing your business

Expectations

Participants should be willing and able to:

- ✓ Attend an interview (new applicants) or meeting with our Re a abelana panel
- ✓ Attend at least **85%** of the programme activities
- ✓ Demonstrate a strong ethical character and commitment to the long term development of their businesses
- ✓ Keep Khuthaza informed of all new contracts entered into while involved in the programme
- ✓ Participate in an assessment process for development purposes
- ✓ Make their company profiles available to our partners in the industry
- ✓ Be verified in terms of BEE to ensure maximum access to opportunities
- ✓ Produce annual financial statements
- ✓ Provide company registration information and documentation required to prove that participants will qualify for Enterprise Development under the BEE Codes of Good Practice
- ✓ Demonstrate the relevant level of experience
- ✓ Have access to critical resources such as their own transport, computer and reliable internet/email.

Important Dates

Friday 24 February	Applications Close (18:00)
27 Feb – 2 March	Individual interviews / meetings with Re a abelana Panel
Friday 2 March	Successful applicants will be invited to register for the programme
Saturday 10 March	Opening Session (8:30 – 14:00)

Re a abelana 2012 Fee R5300

Option A:

10% Discount offered if received in full by Tuesday 6 March (Total R4770)

Option B:

R2650 due by Tuesday 6 March and R2650 due by Saturday 30 June (Total R5300)

Application

Please note that there will be a formal selection process for this programme as we are looking for contractors with experience, drive, passion, and plans to continue developing their businesses over the next 10 years.

Closing Date for Applications: Friday 24 February 2011

Submit to: info@khuthaza.org.za

Tel 011 275 0268