



The National Library of South Africa wishes to make the following appointment at its Pretoria Campus.

Interns: Outreach unit (x2)

Reference Number: 07/05/2026

Stipend: R10 000 Per Month

The objectives of the National Library of South Africa (NLSA) are to contribute to socio-economic, cultural, educational, scientific and innovative development by collecting, recording, preserving and making available the national documentary heritage and promoting an awareness and appreciation thereof, by fostering information literacy, and by facilitating access to the world's information resources.

The NLSA invites applications from suitably qualified persons for appointment on a 12 Month fixed term contract. The successful individuals will be based at the Pretoria campus. The successful candidate will report to the Manager: Centre for the Book.

KEY PERFORMANCE AREAS

- Assist in the planning, coordination, and implementation of national and community-based reading promotion campaigns.
- Support outreach activities such as reading events, storytelling sessions, and literacy advocacy programmes.
- Mobilise communities, schools, and stakeholders to participate in reading initiatives.
- Facilitate the establishment of community and school-based book clubs.
- Provide ongoing administrative and programme support to existing book clubs.
- Distribute reading materials and guide structured reading activities.
- Monitor participation and encourage sustained engagement in book club activities.
- Promote reading materials in all South African official languages.
- Encourage inclusive reading practices that reflect linguistic and cultural diversity.
- Support storytelling and reading activities that highlight indigenous languages and local literature.
- Engage with schools, libraries, community organisations, and local leaders.
- Build relationships with stakeholders to strengthen reading promotion networks.
- Represent the Centre for the Book at outreach events and community engagements.
- Assist with event logistics, including preparation of materials, venue setup, and coordination.
- Maintain records of outreach activities, attendance, and resources distributed.
- Compile basic reports on outreach activities and programme outcomes.
- Collect data on participation and programme impact.
- Provide input into monitoring and evaluation processes.
- Submit regular progress reports to the Outreach Coordinator/Manager and movement

MINIMUM EDUCATIONAL QUALIFICATIONS

- Diploma in Library and Information Studies /information Science (NQF level 6)

EXPERIENCE

- Minimum of 12 months of experience in the reading promotion and literacy development.

KEY COMPETENCIES AND ATRIBUTES

- Ability to communicate in at least two South African languages.
- Willingness to travel extensively and work in diverse communities
- Passion for reading, literacy, and community development.
- Ability to work independently and as part of a team.
- Good organisational and coordination skills.
- Basic administrative and reporting skills.
- Cultural sensitivity and ability to work with diverse groups.

The NLSA is an equal opportunity, affirmative action employer and reserves the right to not make an appointment.

Prospective candidates will be subjected to background verification, competency assessments, and security clearances.

Applications: Interested applicants must submit a completed prescribed application form obtainable from our website (www.nlsa.ac.za) accompanied by a covering letter; Curriculum Vitae; certified Matric/Grade12 certificate, qualifications and copy of Identity Document by e-mail to: recruitment@nlsa.ac.za. Please ensure that you quote the reference number and the position in the subject line of your email. No applications from recruitment agencies will be accepted.

CLOSING DATE:

Should you not receive any correspondence / communication from the National Library of South Africa one month after the closing date, please consider your application as being unsuccessful.