

092306T4SWC

SOCIAL WORK AND COMMUNITY DEVELOPMENT LEVEL 6

COD/OS/SW/CR/12/6/A

Manage Community Based Groups

March/April 2025



**TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION
COUNCIL (TVET CDACC)**

WRITTEN ASSESSMENT

INSTRUCTIONS TO CANDIDATE

1. This paper consists of **TWO** sections: **A** and **B**.
2. Attempt **ALL** questions in section A.
3. Attempt question **TWELVE** (12) and any other **TWO** (2) questions in section B.
4. Marks for each question are indicated in the brackets.
5. Candidates are provided with a separate answer booklet
6. Do not write on the question paper.

This paper consists of FOUR (4) printed pages
Candidates should check the question paper to ascertain that all
pages are printed as indicated and that no questions are missing.

SECTION A (40 MARKS)

Attempt all questions in this section

1. Community groups are formed with the main purpose of achieving a specific goal that will benefit its members. Identify FOUR types of Community Based Groups. (4 Marks)
2. The sustainability of a project idea greatly depends on the idea that gains the highest priority. State FOUR purposes of project identification. (4 Marks)
3. Mobilization of a target group is crucial in the formation of a community-based group. Define the following terms as used in mobilization.
 - a) Key Contact Person (1 Mark)
 - b) Target Group (1 Mark)
4. Group meetings are important in determining the direction a community group takes. State FOUR importance of such meetings. (4 Marks)
5. A community group must have office bearers who carry out the day-to-day activities of the group. State FOUR roles of a treasurer in a group. (4 Marks)
6. Mpango has been recently appointed as the secretary of Wazalendo Self Help Group, he has realized that the previous office holder did not document the group's objectives. Identify FOUR importance of documenting objectives. (4 Marks)
7. To meet various targets set by group members, resources are required. Identify THREE types of resources needed for the success of group activities. (3 Marks)
8. Capacity assessment tool is used to determine the strength and capabilities of a group in attaining its objectives. State FOUR demerits of this tool. (4 Marks)
9. An evaluation team utilizes an evaluation tool to collect information. Give FOUR qualities of an evaluation team member. (4 Marks)
10. An organization's secretary follows procedures when documenting official information. Identify FOUR tools used in the documentation of information. (4 Marks)
11. To undertake group activities effectively, a detailed plan is required. State THREE types of plans that group members can implement to achieve their goals. (3 Marks)

SECTION B (60 MARKS)

Attempt question 12(compulsory) and Any other TWO questions in This Section

12. Use the case study below to answer the questions.

Mchana, a social work officer in the Ziwa community, conducted a routine inspection of the Maji Mazuri Self-Help Group offices. During his visit, he engaged with members who expressed concerns regarding the leadership's perceived dictatorial tendencies. Several members exhibited signs of discontent. In his interactions, Mchana noted that the majority of members lacked membership numbers. Upon further inquiry with the Secretary, he discovered that retrieving the members' passbooks posed a significant challenge. Additionally, the Secretary was unable to provide complete minutes from group meetings, and the membership register lacked comprehensive details.

A segment of the members expressed their belief that the founders of the group, who currently occupy the positions of Chairman, Secretary, and Treasurer, have not conducted elections as required by the constitution. The leadership's justification was that they could not relinquish their positions due to their status as founding members. Furthermore, Mchana observed a concern in attendance of group meetings. The Secretary's report indicated a total of 150 group members; however, the average attendance fluctuated at approximately 65% of this total. Mchana concluded that if the group continued to function under these conditions, it may encounter many problems. In his closing remarks, he assured the members that they would receive a detailed report of his findings and that he would investigate all concerns that were raised.

- a) Putting yourself in Mchana's position identify FIVE gaps in the leadership of the Maji Mazuri self-help group. (5 Marks)
- b) State FIVE merits of storing documents that Maji Mazuri could have accrued. (5 Marks)
- c) Explain FIVE benefits Maji Mazuri Self Help Group will gain from good and effective leadership. (10 Marks)

13. A Sub County social development officer is in charge of improving the well-being of individuals in their area of operation. One of these ways is the establishment of community groups.

- a) Explain the FIVE stages of group development. (10 Marks)

- b) Assessment of groups is carried out by the social services department to monitor the impact of their activities in the community. Explain FIVE such areas of assessment.

(10 Marks)

14. Community-Based Groups address the needs of the community through setting specific targets.

- a) Explain FIVE benefits of objectives in the achievement of group activities.

(10 Marks)

- b) Resource allocation determines the success of addressing communal needs. Explain the importance of resource allocation to a group.

(10 Marks)

15. The success rate of a group in the achievement of its vision is highly dependent on the leader.

- a) Explain FIVE leadership styles that can be exhibited by a leader in the course of carrying out his roles.

(10 Marks)

- b) Community-based organizations bridge the gap in areas where social services have failed to address the needs of the community. Explain FIVE characteristics of a community-based group.

(10 Marks)