Salary: All-inclusive salary package of R864 177 per annum in terms of the SMS policy, which can be restructured according to the individual’s needs (Level 13) (Ref. K27167/1)
Head Office, Mmabatho

Requirements:
- A 3-year National Diploma or Bachelor’s degree in the field of Arts and Culture, Heritage or any other relevant field
- A postgraduate qualification in Social Science will be an advantage
- At least five years’ relevant experience
- Extensive knowledge and understanding of the arts and culture sector
- In-depth knowledge of Government legislation, policies and the National Programme of Action
- A high level of financial and people management skills
- The ability to inspire staff and communicate effectively in a wide range of situations
- Change and knowledge management skills
- Programme management and Service Delivery Innovation (SDI)

Duties:
- Develop and implement an SMME Development Plan geared towards the establishment of a business culture within the Creative Industries Sector
- Develop a sustainable, integrated Heritage Resource Management Plan involving the community, thereby ensuring that they benefit from the development of the provincial arts and culture
- Develop a financial plan and budget management
- Develop and manage a plan that promotes language development aimed at integrating society, thereby contributing towards the social cohesion
- Develop a competency framework report and analyse arts and culture policies, programmes and practices, so as to keep Senior Management informed of new developments
- Plan, implement and monitor the development of arts, culture and heritage physical resources such as art centres, museums and heritage sites and provide strategic leadership as well as procedures in terms of the new Public Service regulations
- Continuously develop, maintain and monitor sound relations with all our stakeholders and clients
- Ensure timeous preparation and submission of business plans, budgets and reports
- Advise the office of the Chief Director on matters related to arts, culture, heritage, development and/or any negative credit records.

Applications should be forwarded to the Head of Department, Department of Culture, Arts and Traditional Affairs, Private Bag X90, Mmabatho 2735 or delivered to Gaabomotho Building, between Mmabatho Convention Centre and Broadcasting Centre, for the attention of the Director: Directorate of Arts and Culture, Arts and Traditional Affairs.

Closing date: 16 September 2016

Mr T Mabe, tel. (018) 388-2738/9
Mr T Mpuisang, tel. (018) 385-2738/9

The Department is an equal opportunity, affirmative action employer. It is our intention to promote representation (race, gender and disability) in the Department through the filling of posts. Candidates who do not meet the prescribed requirements as promulgated in the advertised post will not be considered.

Note: The Department reserves the right not to fill the posts. Applications must be accompanied by a signed Z83 and certified copy of all qualifications. The successful candidates will be required to produce a copy of their ID document as well as the names of three (3) referees. Failure to submit the requested documents will result in the application not being considered. All qualifications will be verified. Preference will be given to candidates with proven lateral analytical thinking and holistic development skills. Preference will be given to people from the designated groups, especially women and disabled people, are encouraged to apply and will be given preference.

People from the designated groups, especially women and disabled people, are encouraged to apply and will be given preference.

We encourage all applicants to declare any criminal record, and/or any negative credit records. Security clearance will be conducted on all short-listed candidates and appointment offers will be subject to positive security clearance.

We encourage all applicants to declare any criminal record, and/or any negative credit records. Security clearance will be conducted on all short-listed candidates and appointment offers will be subject to positive security clearance.

Please Note: Security clearance will be conducted on all short-listed candidates and appointment will be subject to positive security clearance. We encourage all applicants to declare any criminal and/or any negative credit records.

Applications should be forwarded to the Head of Department, Department of Culture, Arts and Traditional Affairs, Private Bag X90, Mmabatho 2735 or delivered to Gaabomotho Building, between Mmabatho Convention Centre and Broadcasting Centre, for the attention of the Director: Director of Administrative Support Services.

Closing date: 16 September 2016

Mr T Mabe, tel. (018) 388-2738/9
Mr T Mpuisang, tel. (018) 385-2738/9

The Department is an equal opportunity, affirmative action employer. It is our intention to promote representation (race, gender and disability) in the Department through the filling of posts. Candidates who do not meet the prescribed requirements as promulgated in the advertised post will not be considered.

Note: The Department reserves the right not to fill the posts. Applications must be accompanied by a signed Z83 and certified copy of all qualifications. The successful candidates will be required to produce a copy of their ID document as well as the names of three (3) referees. Failure to submit the requested documents will result in the application not being considered. All qualifications will be verified. Preference will be given to candidates with proven lateral analytical thinking and holistic development skills. Preference will be given to people from the designated groups, especially women and disabled people, are encouraged to apply and will be given preference.

People from the designated groups, especially women and disabled people, are encouraged to apply and will be given preference.

We encourage all applicants to declare any criminal record, and/or any negative credit records. Security clearance will be conducted on all short-listed candidates and appointment offers will be subject to positive security clearance.

Please Note: Security clearance will be conducted on all short-listed candidates and appointment will be subject to positive security clearance. We encourage all applicants to declare any criminal and/or any negative credit records.

Applications should be forwarded to the Head of Department, Department of Culture, Arts and Traditional Affairs, Private Bag X90, Mmabatho 2735 or delivered to Gaabomotho Building, between Mmabatho Convention Centre and Broadcasting Centre, for the attention of the Director: Director of Administrative Support Services.

Closing date: 16 September 2016

Mr T Mabe, tel. (018) 388-2738/9
Mr T Mpuisang, tel. (018) 385-2738/9

The Department is an equal opportunity, affirmative action employer. It is our intention to promote representation (race, gender and disability) in the Department through the filling of posts. Candidates who do not meet the prescribed requirements as promulgated in the advertised post will not be considered.

Note: The Department reserves the right not to fill the posts. Applications must be accompanied by a signed Z83 and certified copy of all qualifications. The successful candidates will be required to produce a copy of their ID document as well as the names of three (3) referees. Failure to submit the requested documents will result in the application not being considered. All qualifications will be verified. Preference will be given to candidates with proven lateral analytical thinking and holistic development skills. Preference will be given to people from the designated groups, especially women and disabled people, are encouraged to apply and will be given preference.

People from the designated groups, especially women and disabled people, are encouraged to apply and will be given preference.

We encourage all applicants to declare any criminal record, and/or any negative credit records. Security clearance will be conducted on all short-listed candidates and appointment offers will be subject to positive security clearance.

Please Note: Security clearance will be conducted on all short-listed candidates and appointment will be subject to positive security clearance. We encourage all applicants to declare any criminal and/or any negative credit records.