Ministry: Arts, Culture and Youth Development
Post: Principal Youth Officer
Salary: Rs 8,750 x 250 - 9,000 x 300 - 9,600 x 400 - 10,800 (WEL 13)
Effective Date: 11 January, 1995
Qualifications: By promotion, on the basis of experience and merit of officers in the grade of Senior Youth Officer, reckoning at least four years service in a substantive capacity in the grade and possessing a Diploma in Social Work or a Diploma in Youth Work from a recognised institution.
Duties:
1. To assist the Chief Youth Officer and the Deputy Chief Youth Officer in the discharge of their duties.
2. To be responsible for the organisation of residential and non-residential training courses, seminars and workshops, for the information and development of youth people.
3. To ensure the proper running of Youth Centres and monitor youth development programmes.
4. To co-ordinate the work of officers working under his supervision.
5. To ensure that youth activities at holiday, training and work camps are carried out properly.
6. To plan and organise training courses for officers of the Youth Cadre.
7. To assist in the organisation of competitions, exhibitions and similar activities conducive to the development of youth.
8. To perform such cognate duties as may be assigned.

Note:
Principal Youth Officers should be prepared to work outside normal working hours and on Sundays and Public Holidays.

CERTIFIED CORRECT

[Signature]

for Secretary for Public Service Affairs

11 JAN 1995