

GOVERNMENT OF MAURITIUS

SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE PUBLIC SERVICE COMMISSION REGULATIONS

Ministry: Arts and Culture

Post: Director of Culture [formerly Events Manager]

Salary: Rs 66,000 (05 00 84)

Effective Date: 19 October 2010

Qualifications: By promotion, on the basis of experience and merit, of officers in the grade of Deputy Director of Culture who –

- (i) reckon at least five years' experience in the field of arts and culture;
- (ii) have a wide knowledge of policy analysis and project evaluation in arts and culture;
- (iii) possess good communication and interpersonal skills;
- (iv) have the ability to lead and manage a team of officers;
- (v) are conversant with developments in the field of arts and culture, both at national and international levels; and
- (vi) possess managerial skills and are able to interact effectively at all levels.

Role and Responsibilities: As the Technical Head of the Ministry, to provide leadership, vision and direction while implementing the policy of Government in matters of arts and culture.

- Duties:**
1. To be responsible to the Permanent Secretary for the smooth running and management of the technical cadre by –
 - (a) providing advice on policy matters for the promotion of arts and culture;
 - (b) ensuring that Government policies and programmes relating to arts and culture are implemented in the most effective and efficient manner; and
 - (c) advising on the framing of appropriate legislation in the fields of arts and culture in line with Government policy.

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CERTIFIED CORRECT

Alecsony

for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

Date..... 19 OCT 2010

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2. To provide assistance to the statutory bodies and other parastatal organisations falling under the aegis of the Ministry, as and when required, and attend interministerial meetings.
3. To design and mount staff development programmes for officers working in the Ministry and ensure that human resources are being utilised efficiently and effectively.
4. To use ICT in the performance of his duties.
5. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Director of Culture in the roles ascribed to him.

Note

The Director of Culture will be required to work outside normal working hours including Sundays and Public Holidays.



CERTIFIED CORRECT

Alexis

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*for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms*

Date..... **19 OCT 2010**