

GOVERNMENT OF MAURITIUS

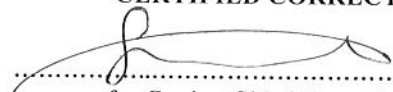
**SCHEME OF SERVICE SPECIFIED UNDER REGULATION 15 OF THE
PUBLIC SERVICE COMMISSION REGULATIONS**

- Organisation:** Rodrigues Regional Assembly (Arts and Culture)
- Post:** Senior Culture Officer
- Salary:** Rs 36,575 x 1,200 – 37,775 x 1,500 – 58,775 (05 64 79)
- Effective Date:** 25 September 2015
- Qualifications:** By promotion, on the basis of experience and merit, of officers in the grade of Culture Officer who reckon at least five years' service in a substantive capacity in the grade and who possess good organising and supervisory skills.
- Role and Responsibilities:** To be responsible for the promotion of arts and culture and preservation of the Cultural and Historical Heritage of Rodrigues and ensuring good working relationship with all stakeholders.
- Duties:**
1. To be responsible to the Departmental Head for –
 - (i) planning and organising activities for National Day and Rodrigues Day Celebrations;
 - (ii) providing guidance to all cultural centres and institutions falling under the aegis of the Commission responsible for Arts and Culture;
 - (iii) liaising with and providing assistance to Commissions/ Departments/Divisions, socio-cultural organisations and artists in the field of arts, culture and/or leisure;
 - (iv) the promotion, supervision, execution, administration, monitoring and evaluation of activities, programmes and projects relating to arts, culture and/or leisure;
 - (v) the development, planning, organisation and co-ordination of all artistic, cultural and/or leisure activities, exhibitions, shows and similar functions in Rodrigues, Mauritius and abroad, whenever required; and
 - (vi) the implementation and monitoring of programmes for the protection of the artistic, cultural and historical heritage of Rodrigues.

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CERTIFIED CORRECT


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

25 September 2015

Date.....

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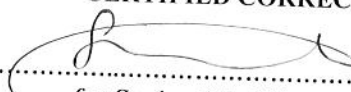
2. To supervise and co-ordinate the work of Culture Officers and other officers working under his supervision.
3. To use ICT in the performance of his duties.
4. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Senior Culture Officer in the roles ascribed to him.

Note

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



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