

GOVERNMENT OF MAURITIUS

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

- Ministry:** Arts and Culture
- Post:** Senior Culture Officer
- Salary:** Rs 30,000 x 1,250 – 45,000 (05 59 71)
- Effective Date:** 13 September 2010
- 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 foster a strong working relationship with all stakeholders for the presentation and promotion of arts and culture.
- Duties:**
1. To be responsible for -
 - (i) planning and organising activities for National Day Celebrations;
 - (ii) providing guidance to all cultural centres and institutions falling under the aegis of the Ministry; and
 - (iii) liaising with and providing assistance to Ministries/Departments, socio-cultural organisations and artists in the field of arts, culture and/or leisure.
 2. To supervise and co-ordinate the work of Culture Officers and other officers working under his supervision.
 3. To assist the Principal Culture Officer in the discharge of his duties and particularly in -
 - (i) the promotion, supervision, execution, administration, monitoring and evaluation of activities, programmes and projects relating to arts, culture and/or leisure;
 - (ii) the development, planning, organisation and co-ordination of all artistic, cultural and/or leisure activities, exhibitions, shows and similar functions, both in Mauritius and abroad; and

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Alec...
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for Senior Chief Executive
Ministry of Civil Service and
Administrative Reforms

Date..... 13 S.P. 2010.....

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- (iii) the implementation and monitoring of programmes for the protection of the artistic, cultural and historical heritage of Mauritius.
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 Senior Culture Officers in the roles ascribed to them.

Note

Senior Culture Officers 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..... **13 SEP 2010**