



CAREER OPPORTUNITY

The Jamaica Cultural Development Commission (JCDC) a Statutory Body within the Ministry of Culture, Gender, Entertainment and Sport with a mission to influence national development positively, by creating opportunities that unearth, develop, preserve and promote the creative talents and cultural expressions of the Jamaican people, through a professional and dynamic team; hereby invites applications from suitably qualified persons to fill the position of:

Dance Development Specialist (Level 4)

Under the directive of the Director, Arts Development & Training, the Dance Development Specialist's responsibility is to develop, promote, market, support, showcase, document, implement and manage these two individual art forms (Dance and Deaf Dance). These are geared towards achieving overall efficiency and effectiveness of the Department in fulfilling the mandate of the organization.

Major Responsibilities

- Plans and implements annual competition(s), exhibitions, workshops, seminars etc. in the subject area.
- Collaborates with members of Subject Committees, staff and other stakeholders to organize and execute projects, events and activities and identify and utilize resources and opportunities where possible to advance the goals of the Unit and the Commission.
- Creates, compiles, monitors and update as necessary, competition rules and regulations and adjudication guidelines and procedures in keeping with trends and developments within the field and changing customer needs.
- Provides support, technical and professional skills and expertise in the production and staging of events and activities
- Creates and submits individual programme and project proposals, implementation and/or funding.
- Prepares and submits annual, monthly and project reports and monthly itineraries.
- Consultation offered to guide policy on dance and deaf dance.
- Identifies and prepares participants for national and international opportunities.

Qualifications & Experience

- First Degree in a relevant area of study, Management/Administration, Education or other related fields.
OR
- Diploma in Teacher Training in the Appropriate Subject Area.
- Certification or experience in Event Management/Production is an asset.
- Five (5) years experience as a practicing artist, teacher, writer, historian etc. or paid and/or voluntary experience in Arts Management/Administration

Compensation Package

- Salary: \$1,821,040.00 - \$2,164,644.00 per annum
- Full Upkeep: \$707,448.00 per annum (Tax free allowance)

Suitable applicants should submit an application letter with detailed resume no later than:
Friday, July 21, 2017 to:

The Director of HRMD&A
Email: jcdccaropps@gmail.com
Subject: Dance Development Specialist

Thank you for your interest in this position, however, only shortlisted candidates will be contacted.