

DEPARTMENT OF ARTS AND CULTURE

The Department of Arts and Culture is an equal opportunity affirmative action employer and it is its intention to promote representatively in the Public Sector through the filling to this post. Persons whose transfer / promotion / appointment will promote representatively will therefore receive preference. An indication in this regard will expedite the processing of applications



- APPLICATIONS** : Please forward your application, quoting the relevant reference number and the number and the name of this publication to: The Director: Human Resource Management, Department of Arts and Culture, Private Bag X897, Pretoria, 0001. Applications can also be hand delivered to the Department of Arts and Culture, Sechaba House (previously known as VWL Building), 202 Madiba Street, cnr Madiba and Paul Kruger Streets, Pretoria
- CLOSING DATE** : 02 November 2018 at 15:00
- NOTE** : Applications are hereby invited from suitably and qualified person to apply for the following post(s). Applications must be submitted on Form Z83, obtainable from any Government department or online at www.gov.za. All sections of the Z83 must be completed and signed and the application form should be accompanied by a comprehensive CV (including two recent and contactable referees) and Original Certified Copies of the applicant's ID and educational qualifications. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA) prior to the selection process. Applicants applying for more than one post must submit a separate form Z83 (as well as the documentation mentioned above) in respect of each post being applied for. If an applicant wishes to withdraw an application it must be done in writing. Failure to submit the required documentation will automatically disqualify applications. No faxes or e-mails will be accepted. The Department reserves the right not to fill the above-mentioned post(s). The successful candidate will be required to enter into an employment contract and sign an annual performance agreement. All short-listed candidates will be subjected to personnel suitability checks and the successful candidate will have to undergo full security vetting. All applicants are required to disclose memberships of boards and directorships that they may be associated with. The successful candidate will have to annually disclose his/her financial interests. Identified candidate(s) will be subjected to a Government specific competency assessment.

OTHER POST

- POST 42/01** : **DEPUTY DIRECTOR: SOCIAL COHESION REF NO: 57/2018**
Directorate: Social Cohesion
- SALARY** : R697 011 per annum (Level 11) All-inclusive salary package
- CENTRE** : Pretoria
- REQUIREMENTS** : Three-year National Diploma/degree in the Social Sciences or related field. A postgraduate qualification would be an added advantage. Strong cognitive, research and analytical skills. Excellent organizational and administrative skills. An effective team player able to work in a highly pressurised environment. Excellent verbal and written communication skills, including good report writing. Basic knowledge of project management, including financial management.
- DUTIES** : The incumbent will be responsible for the following: Develop a monitoring tool for the 2012 national social cohesion summit resolutions and report accordingly. Develop and implement a project plan for social compact, as per the commitments from the multi-stakeholder summit on the social compact. Liaise with a broad spectrum of stakeholders that had made concrete commitments to the social compact, thereby offering support and also ensuring that there is monitoring of progress in terms of the stated commitments by sectors. Coordinate, support, monitor and report on the Outcome 14 programme of action of government, in terms of the social cohesion and nation building drive, as per the directives from the National Development Plan, the applicable chapter of the Medium Term

Strategic Framework and Departmental strategic priorities. Develop position papers and opinion pieces on social cohesion and nation building for the Minister and executive management, as may be appropriate and required from time to time. Periodically and proactively conduct an environmental scan on social cohesion and nation building and advise the Minister on appropriate responses or remedies in respect of any early warning signs, among others. Design an advocacy plan for social cohesion and nation building through the use of various media platforms, including electronic and print media. Implement, monitor and report on the broader programme of national symbols, especially those symbols that are a marker of South Africa's sovereignty, such as the national anthem and the national flag. Support all the entities of the Department, as well as provincial departments, in terms of their own strategies, to the promotion of social cohesion and nation building. Be prepared to undertake any task related to social cohesion and nation building, as may be directed by the Ministry, executive and senior management of the Department.

ENQUIRIES

: Ms P Mulaudzi Tel No: (012) 441-3716, Ms B Manqaba Tel No: (012) 441-3650
Ms N Ngcama Tel No: (012) 441-3430/ 082 324 3637. Ms S Botha Tel No: (012) 441-3646