

ADVERTISEMENT

DEPARTMENT OF TOURISM

The Department of Tourism is an equal opportunity, affirmative action employer. It is our intention to promote representivity (race, gender and disability) in the Department through the filling of these posts.

APPLICATIONS: Applications, quoting the relevant reference number must be forwarded to the attention of Chief Director: HR Management and Development at Department of Tourism, Private Bag X424, Pretoria, 0001 or hand deliver at Tourism House, 17 Trevenna Road, Sunnyside, Pretoria.

CLOSING DATE: 22 September 2023 at 16:30 (E-mailed, faxed and late applications will not be considered)

NOTE: Applications must be submitted on a duly completed New Z83 form obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit a fully completed signed Z83 form and a detailed Curriculum Vitae. Shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). All instructions on the application form and this advert must be adhered to. Failure to comply with these requirements will result in the applicants being disqualified. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. The Department reserves the right not to make an appointment. Short-listed candidates will be subjected to pre-employment screening and security vetting to determine the suitability of a person for employment. Shortlisted candidates may further be subject to a job-related test. One of the minimum entry requirements for SMS is the pre-entry certificate. For more details on the pre-entry course visit: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. By applying for this post, you are consenting to the Department of Tourism processing your personal information subject to POPIA

POST: **ASSISTANT DIRECTOR ADVOCACY, AWARENESS AND FACILITATION PROGRAMMES (DT35/2023)**

SALARY: R 527 298 per annum (salary level 10), excluding service benefits

CENTRE: Pretoria

REQUIREMENTS: A SAQA recognised relevant Degree or National Diploma in Tourism Management/ Social Studies. 3-5 years' working experience relevant environment. Knowledge and understanding of the tourism sector. Understanding of the SETA landscape. Knowledge of Human Resource Development and the Skills Development Act. Knowledge of the Tourism Act, Public Service and departmental procedures and prescripts related to HRD and Tourism. Programme and Project Management skills. People Management and Presentation Skills. Sound organising and planning skills. Coordination and Facilitation skills. Good communication, problem solving and writing skills.

DUTIES: The successful candidate will assist in creating awareness and advocacy on skills development initiatives for the tourism sector; monitoring the creation of a work-readiness programme for the unemployed in collaboration with relevant stakeholders; ensuring the establishment of relevant structures and bodies that would enhance synergy amongst the activities of role players and address pertinent issues affecting

industry course; building capacity for the sector and local government communities and the promotion of tourism culture, coordinate the implementation of stakeholder engagements and enhancing awareness of the tourism industry amongst learners, students and unemployed youth; conducting education and skills training programmes targeting learners, Educators, Civil society and community representatives; Assist in the implementation of Foreign education and training awareness initiatives; Ensure that there is establishment, participation and monitoring of working groups or task teams to create synergy on the implementation of skills programmes; Implement and drive interventions that raise awareness on of the socio-economic benefits of domestic tourism; facilitating engagement sessions with industry on skills development initiatives and any other related matters; maintain strategic partnerships that supports awareness and education within the sector; assisting in the identification of relevant sector Departments for collaboration in support of Social Tourism, coordinating the participation of the partners in various stakeholder engagements platforms. monitoring and evaluating the implementation of Domestic Tourism Growth Strategy to track and advice on the implications; coordinating continuous reporting on the progress of Social Tourism Growth Programme; identifying implementation mechanisms of tourism sector strategies; providing inputs in drafting a stakeholder consultation framework with regard to Social Tourism Development Intervention.

EE REQUIREMENTS: Preference will be given to Coloured Male, Asian Male and White Male Candidates.

ENQUIRIES: Ms MP Jones, Tel: 012 444 6574