



	<p><b>Financial Management</b></p> <ul style="list-style-type: none"> <li>• Develop sustainable business plans and budgets in order to address the current and future needs of the Market Photo Workshop.</li> <li>• Ensure optimal use of resources including financial, equipment and infrastructure..</li> <li>• Comply with cost containment in order to achieve unit budget targets.</li> <li>• Ensure financial documentation is maintained to support accurate record keeping and access to the same.</li> </ul> <p><b>People Management</b></p> <ul style="list-style-type: none"> <li>• Oversee and ensure the management, supervision and professional development of unit team to grow a caring and productive organisational culture</li> <li>• Oversee resource planning, allocation and ensuring sufficient capacitated staff available to execute activities of the unit at all times.</li> <li>• Ensure own team’s performance to achieve the delivery of the approved departmental performance plans.</li> <li>• Ensure regular, comprehensive and constructive feedback to the team and conduct the team’s performance planning, monitoring, reviews and appraisals.</li> <li>• Ensures consistent implementation and compliance to company policies and procedures, corporate governance including relevant legislations.</li> <li>• Manage labour relations matters within the unit including wellness programmes</li> </ul>
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<p><b>Desired Experience &amp; Qualification</b></p>	<p><b>PREFERRED QUALIFICATIONS, SKILLS, EXPERIENCE</b></p> <p><b>EDUCATION</b></p> <p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• A relevant tertiary qualification in Photography, Arts and Culture Management, Visual Studies, Media or Social Sciences or any other related Visual Arts qualification preferably at Post Graduate level.</li> </ul> <p><b>EXPERIENCE</b></p> <ul style="list-style-type: none"> <li>• Minimum 5 years’ experience in photography, visual arts, lens-based practice, arts and culture management or the media industry.</li> <li>• Minimum 5 years proven ability in the middle-management of staff and resources.</li> <li>• Experience working within an NPO, government or arts entrepreneurship is advantageous.</li> </ul> <p><b>PERSON SPECIFICATION (KNOWLEDGE, SKILLS AND ATTRIBUTES)</b></p> <p><b>Behavioral Competencies / Performance Drivers</b></p> <ul style="list-style-type: none"> <li>• Strategic Thinking</li> <li>• Decision Making</li> <li>• Impact and Influence</li> <li>• Interactive Communication</li> <li>• Creativity and Innovation</li> </ul> <p><b>Technical Competencies / Professional Expertise</b></p> <ul style="list-style-type: none"> <li>• Project Management</li> <li>• Change Management</li> <li>• Using Financial Information</li> <li>• Information Management</li> </ul> <p><b>Leadership Competency Requirements</b></p> <ul style="list-style-type: none"> <li>• Developing others</li> <li>• Leading and Managing change</li> <li>• Visioning and Alignment</li> <li>• Resource Management</li> </ul>
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Interested persons who meet the requirements are invited to send a concise CV to the Human Resources Department via e-mail to [vacancies@markettheatre.co.za](mailto:vacancies@markettheatre.co.za)  
Please indicate the reference number of the post. ITC & criminal checks will be conducted and where applicable, candidates will be subjected to an assessment test.

Should you not hear from us within 30 days after the closing date, consider your application unsuccessful. Correspondence will be limited to shortlisted candidates only. No late applications will be considered.

The Market Theatre Foundation reserves the right not to make any appointment(s) to the above post. Preference will be given to candidates in line with the Employment Equity Plan.

Enquiries may be directed to Refiloe Chesane @ (011) 832 1641 ext 221  
**THE CLOSING DATE FOR THIS POSITION: 15 January 2025.**