



LUTHULI MUSEUM

The Luthuli Museum based in Groutville, the north coast of KwaZulu Natal Province, seeks to appoint a suitably qualified Marketing and Communications Manager to promote and profile the organization and the legacy of Chief Albert Luthuli through the development; management and implementation of marketing and public relations programmes and activities.

an agency of the
Department of Arts and Culture

MARKETING AND COMMUNICATIONS MANAGER

Salary Range: R493 170.00 – R579 876.00 p.a. (all-inclusive remuneration package)

Key performance areas: • Marketing and communication strategy, including campaigns; events management and digital marketing • Media; public relations; advertising and museum brand management • Market research and audience development • Strategic partnerships; fundraising and networking • Social media management and publishing.

Requirements: Minimum qualification required: • Bachelor or post graduate degree in Marketing and Communications or relevant qualification • Unendorsed driver's licence and willingness to travel.

Experience and knowledge: • 5- 10 years' working experience in marketing; public relations; brand management and event coordination • Computer literacy (MS Word; PowerPoint; Excel) and ability to work with databases and social media platforms • Knowledge in communications; marketing and public relations methodologies and concepts • Networking and stakeholder relationship management • Excellent written and verbal communication skills • Report writing and administrative work related to marketing and communications • Fundraising strategies and community development • Knowledge and appreciation of South African heritage; arts and culture

Behavioural competencies: • Confident dynamic personality and strong creative outlook • Methodical planning and execution • Problem solving and achievement oriented • Team leader and ability to inspire others.

The Luthuli Museum is an equal opportunity affirmative action employer, whose aim is to promote representivity in all levels of occupational categories in the institution.

All Applications should be sent by registered mail to: The Director: Luthuli Museum, P O BOX 1869, KwaDukuza, 4450 or hand delivered to the Museum for attention: The Director: Luthuli Museum, 3233 Nokukhanya Luthuli Street, Groutville, 4450. This position is based in KwaDukuza/Groutville, KwaZulu Natal, where the museum is located.

Enquiries: Siphumelele Mwandla (032) 559 6822/3/4 during working hours 08h00 – 16h00.

The Luthuli Museum reserves the right not to make an appointment.

THE CLOSING DATE FOR SUBMISSION OF APPLICATIONS IS: 23 SEPTEMBER 2019.

No faxed applications will be accepted. Please send a covering letter with your application stating the position you are applying for, a detailed resume with a list of traceable references and certified copies of all qualifications. Appointment is subject to the verification of educational qualifications, previous experience, reference checks and security vetting. Only short listed candidates will be contacted. If you have not heard from us by **31 October 2019** consider your application to have been unsuccessful.