

Deputy Director Culture and Social Services- (1) Post at Busia County

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Job Description

Busia County Public Service Board seeks to professionally deliver service to the people of Busia with integrity and dedication through well trained competent and skilled man power

In all these achievements, she has derived her support and strength in God in whom she has always put trust and who she acknowledges never fails her. Her family has been by her side for support and encouragement

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Duties and Responsibilities

Implementing policy and legislation framework for social development in the county

Managing, planning, coordination and administration of cultural and social services in the county

Integrating culture and social services programs, capacity building of communities to participate in development project and involve women and vulnerable groups and activities that promote their welfare;

Coordinating and monitoring the thirty percent affirmative action on gender representation and in socio economic development

Coordinating the provision of alternative financial support through other funding sources like Women Enterprise Fund (WEF)

Coordinating and monitoring the promotion of awareness on harmful culture practice such

as Female Genital Mutilation (FGM) and Gender Based Violence (GBV)

Planning and implementing programs related to gender, culture and social development affairs

Maintaining records and lists of all cultural groups, marginalized groups and social-development related activities within the county

Promoting community participation and inter- county culture and social- development related activities.

Promoting research on social development

Domesticating/ implementing National policy on culture and heritage at county level

Developing, implementing and reviewing county policy on culture and heritage

Complementing and operationalizing community cultural centres as focal points for promotion of cultural dialogue and expressions

Documenting and preserving historical/cultural sites indigenous knowledge and other elements of intangible cultural heritage.

Developing creative cultural industries and commercialization of the arts (fine creative and performing arts);

Coordinating cultural exchange programs at the county, national and international levels

Empowering cultural practitioners through capacity building workshops, exhibitions, symposia, seminars, concerts, art, traditional food competitions and festivals.

Educating the public on cultural rights and intellectual property rights in the county

Organising county music cultural festivals to promote unity, cohesion and the spirit of patriotism

Preserving and promoting indigenous healthy nutrition

Identifying development partners and stakeholders for cultural development and prosperity

Developing policies and legislative frameworks for culture and heritage

Promoting and developing cultural/ creative industries such as performing arts and visual literary arts as economic sector.

Promoting, preserving and developing Kenya's indigenous knowledge systems such as traditional medicine, indigenous foods for improvement of livelihoods and safeguarding of the intangible cultural heritage for posterity.

Promoting national cohesion, integration and appreciation of cultural diversity

Requirements for appointment

Served in as an Assistant Director least three years or in a relevant position in the private sector

Bachelor's degree in Anthropology, Community Development, Gender Studies, Gender and Development, Social Work, cultural studies, Sociology, Ecology, Creative arts, theatre arts, Tourism management and indigenous languages or equivalent from a recognized institution

A relevant master's degree in Anthropology, Community Development, Gender Studies, Gender and Development, Social Work, cultural studies, Sociology, Ecology, Creative arts, theatre arts, Tourism management and indigenous languages or equivalent from a recognized institution Swill be an added advantage.

Certificate in Strategic Leadership Development Program lasting not less than Six weeks or itsequivalent from a recognized institution

Certificate in Computer applications from a recognized institution

Demonstrated general administrative ability required for direction, control and implementation of departmental activities.

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