



The Joburg City Theatres (JCT) is an entity of the City of Johannesburg that stimulates and operates Joburg Theatre, Roodepoort Theatre and Soweto Theatre in order to provide the integrated management of theatre.

**VACANCY REFERENCE:** REF NO: CAD/02/2024  
**DESIGNATION:** AUDIENCE AND COMMUNITY DEVELOPMENT MANAGER  
**DEPARTMENT:** SOWETO  
**REPORTING:** GENERAL MANAGER  
**SALARY RANGE:** R31 462, 75 (basic salary excluding benefits)

### Qualification Requirements and skills

- Grade 12
- National Diploma in Arts Development or Administration. or Communications (NQF6).
- 3 to 5 years of practical work experience in arts & culture. youth development and entertainment sector.
- Ability to think strategically and act quickly on new audience development opportunities.
- Detailed oriented and must have exceptional project management skills.
- Exceptional communication & presentation skills (oral, written & visual)

### Primary Function

- Overall planning and implementation of goals for the development of communities within the Soweto Theatre environment, particularly the Music Tutorial Programme, Trainees, and the Schools Programme. Overall planning and structuring of the department with the development of the policy procedures for purposes of governance,

### Key responsibilities:

- Overall planning and implementation of goals for the development of communities within Soweto Theatre environment, particularly the Music Tutorial Programme. Trainees and the Schools Programme.
- Develop youth development programmes that meet the overall objectives of JCT.
- Identify community/youth development initiatives within Soweto, for possible partnerships.
- Compile reports and ensure that all supporting evidence is attached.
- Respond on all youth development internal and external audit queries, Audience Development and Marketing the brand of Soweto Theatre through networking and raising/acquiring funding and sponsorships for internal programs and manage the outsourced audience development team as and when contracted.
- Building new relationships and maintaining existing ones, with partners and sponsors for internal youth development programmes.
- Drafting proposals, business modules and budgets for the department's programs
- Communicating with relevant internal and external departments or agencies and other stakeholders on opportunities and partnerships pertaining to audience development
- Creation of an audience development plan to focus on who to reach and how to reach them. identify how much it will cost to put plans into action.
- Train and manage the performance of subordinates, including output. service standards and be prepared to take adequate measures to correct unsatisfactory performance.



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JOBURG · SOWETO · ROODEPOORT

- Manage and overseeing of the administration and creative process of the department.
- Develop ways of serving existing finding new ones and seeking new opportunities
- Create an audience development plan to focus on who to reach and how to reach them. identify how much it will cost to put plans into action.
- Communicate with relevant internal and external department or agencies and other stakeholders on opportunities and partnerships pertaining to audience development.

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**Interested persons are requested to send their cover letter, detailed CV, recently certified copies of their qualifications and the Identity documents not longer than three months, quoting the relevant reference number to Mr. Sphamandla Ndlovu at via email to: [response@multilead.co.za](mailto:response@multilead.co.za)**

**Enquiries: (011) 763 1103 / 062 085 0776**

**PUBLICATION DATE: 18 FEBRUARY 2024**

**CLOSING DATE: 07 MARCH 2024**

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**NOTE:**

- JCT offers a market-related salary commensurate with qualifications and experience.
- JCT is an equal opportunity employer, therefore preference for this position will be given to candidates whose appointments will enhance representation in line with its EE targets.
- Applicants must note that further checks will be conducted once they have been shortlisted and that their appointment will be subject to positive outcomes on these checks, which include qualification authentication, criminal records, and previous employment.
- JCT reserves the right not to fill the position or to re-advertise it. Where applicable, candidates may be expected to undergo psychometric assessments.
- It is the applicant's responsibility to have their foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide the evaluation results.
- Please include copies of your qualifications with your application.
- Correspondence will be with short-listed candidates only. Should you not hear from us within 30 days of the closing date, please consider your application unsuccessful.