

PRESS COMMUNIQUE

MINISTRY OF EDUCATION, TERTIARY EDUCATION, SCIENCE AND TECHNOLOGY

Programme Manager (Holistic Education)

Applications are invited from serving officers of the Ministry of Education, Tertiary Education, Science and Technology and from qualified candidates outside the Public Service **who wish to be considered for appointment at the level of Programme Manager (Holistic Education).**

The selected candidate will be appointed for an initial period of one year:

- (i) on an assignment basis if he is a serving officer, or
- (ii) on a contract basis in the case of a candidate outside the service.

II. AGE LIMIT

Candidates should be below 70 years old. In case of employment on contract, the terms of employment would be such that by the end of the contract period, the selected candidate should not have reached his 70th birthday.

III. QUALIFICATIONS

Candidates should possess:-

- A Degree from a recognised institution

AND

- A Postgraduate qualification from a recognised institution

OR

- Equivalent qualifications acceptable to the Ministry

IV. EXPERIENCE

Candidates should reckon at least ten years' experience working in the education sector.

NOTE

1. **Candidates should produce written evidence of experience claimed.**
2. **The onus for the submission of written evidence of experience claimed and equivalence of qualification (if applicable) from the relevant authorities (Higher Education Commission or Mauritius Qualifications Authority) rests on the candidates. Applications will not be considered in case of non-submission of written evidence of experience claimed and Equivalence Certificate, as appropriate, by the closing date.**

V. ROLE AND RESPONSIBILITIES

To report to the Senior Chief Executive through the Director (Primary Education) of the Ministry on the overall management and supervision of the Holistic Education Programme with a view to promoting the holistic development of learners.

VI. DUTIES

1. To advise on policies and strategies to be adopted to ensure the holistic development of learners.
2. To ensure the effective implementation of the Holistic Education Programme in Mauritius, Rodrigues and Agalega.
3. To develop an Action Plan with targets and indicators and to assist in the coordination and monitoring of approved activities related to the holistic development of learners.
4. To ensure that all programme and project deliverables are timely and with the required level of quality.
5. To ensure that all non-core subjects falling under their purview are taught as per the required number of classes on the school time table.
6. To advise on the conduct of other programmes related to holistic education offered by external stakeholders in schools to ensure that they are in line with the Holistic Education Programme.
7. To assist in the development, implementation, monitoring and supervision of assessment with regard to the non-core subjects falling under their purview.
8. To develop and implement appropriate training and continuous professional development programmes for Primary School Educators (teaching non-core subjects) and relevant staff to enable them to translate into action the concept of holistic development.
9. To be responsible for the supervision of staff and for the monitoring and evaluation of work of all levels.
10. To regularly report through, *inter-alia*, evidence-based analytical reports on achievements of the Holistic Education Programme and advise on any required remedial action.
11. To oversee the operation of all components of the Holistic Education Programme and to accordingly put in place appropriate mechanism for the exchange and sharing of good practices among the different schools/clusters of schools.
12. To work in close collaboration with the Zonal Directorates, the Inspectorate Division of the Ministry and other relevant stakeholders for the effective implementation of the Holistic Education Programme.
13. To facilitate the annual evaluation and impact assessment of the Holistic Education programme.

14. To use ICT in the performance of his duties.
15. To perform such other duties directly related to the main duties listed above or related to the delivery of the outputs and results expected from the Programme Manager (Holistic Education) in the roles ascribed to him.

VII. REMUNERATION

The selected candidate, if he is a serving officer **will be assigned the duties and responsibilities of Programme Manager (Holistic Education)** and will be paid an allowance equivalent to the difference between the salary point **Rs 61,000** and the monthly salary drawn by him. In the event, a candidate from outside the Service is selected, he will be offered employment on a contract basis and will be paid a monthly all-inclusive allowance of **Rs 79,415 comprising (salary, travelling allowance and gratuity)**.

VIII. MODE OF APPLICATION

- (1) Applications should be made on prescribed forms obtainable at the:
 - Enquiry Unit of the Ministry of Education, Tertiary Education, Science and Technology, Ground Floor, MITD House, Pont Fer, Phoenix.
 - Customer Care Desk, Educational Zone 1, Mutual Aid Building, Phase 2, Level 4, 5 Guy Rozemont Square, Port Louis.
 - Customer Care Desk, Educational Zone 2, Sir F. Herchenroder Street, Beau Bassin.
 - Customer Care Desk, Educational Zone 3, Rose Belle (opposite Grand Port/Savanne District Council).
 - Customer Care Desk, Educational Zone 4, Level 2, Ebène Heights, Ebène.
- (2) The Application Form can also be downloaded from the website of the Ministry at the following address:

<https://education.govmu.org>
- (3) Qualified candidates should submit their Application Form together with copies of Birth Certificate, Marriage Certificate (where applicable), National Identity Card as well as academic qualifications.
- (4) Envelopes should be clearly marked on the top left hand corner **“PROGRAMME MANAGER (HOLISTIC EDUCATION)”**, Ministry of Education, Tertiary Education, Science and Technology.

IX. IMPORTANT

- (a) Only qualified candidates should apply;
- (b) applications not made on the prescribed form will not be accepted;
- (c) incomplete, inadequate or inaccurate filling of the Application Form may cause a candidate's elimination from the exercise;
- (d) applications obtained after the closing date indicated at paragraph X below will not be accepted;
- (e) only the best qualified candidates will be called for interview;
- (f) this Ministry reserves the right not to make any appointment following this Press Communiqué; and
- (g) Candidates will be contacted, as far as possible, by email and phone. Candidates are therefore advised to submit a valid email address as well as a phone number on which they can be easily contacted.

X. CLOSING DATE OF APPLICATION

Qualified candidates are requested to submit their applications on the prescribed form by registered post (the envelopes should be clearly marked on the top left hand corner "Programme Manager (Holistic Education)", Ministry of Education, Tertiary Education, Science and Technology) together with photocopies of their Birth Certificate, Marriage Certificate (where applicable), National Identity Card, Academic and Professional Qualifications, not later than 15.00 hours on 03 May 2023 to:

The Senior Chief Executive
Ministry of Education, Tertiary Education, Science and Technology
2nd Floor, MITD House
Phoenix
(Attn. Human Resource Registry)

Note

The Press Communiqué together with the application form are also available on the website of the Ministry at the following address:-

<https://education.govmu.org>

Ministry of Education, Tertiary
Education, Science and
Technology
MITD House,
Phoenix

Date: 13 April 2023