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**CREATIVE INCUBATOR PROGRAMME – THEATRE AND DANCE FACILITATOR/MENTOR**  
**MONTHLY SALARY – R 10 000,00**  
**4 MONTHS CONTRACT**

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The Performing Arts Centre of the Free State (PACOFS) in partnership with the Department of Sport, Arts and Culture (DSAC) is looking to appoint six Drama/Theatre Graduates to facilitate the 2023/24 Creative Incubator Programme. The performing arts graduates with theatre expertise that range from: drama, dance, music, spoken-word, performance art, producing, directing and/or dramaturgy are encouraged to apply. The Creative Incubator Programme will run 6 over months to benchmark and prepare six selected community theatre groups for the inauguration of *Yarona Youth Festival*. The Incubator Facilitator/Mentor will be responsible and accountable for the unfolding of the Incubator Programme 2024/25.

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#### **APPLICATION REQUIREMENTS**

- Recognised three (3) year diploma / NQF LEVEL 6 Qualification in arts administration, office management or any administration related studies.
- Motivation letter.
- Comprehensive CV/Artistic Profile/ Bio stating what specialised artistic expertise and majors you have.
- 2 Reference Letters.
- Certified copies of academic / study records / qualifications, certified copy of ID and driver's license.

#### **PROGRAMME**

- Artistic skills transfer practical mentorship, and evaluations.
- Offer artistic support: skills transfer, including visitations, practical workshops, meetings, and mentorship.
- Mentor and oversee productions from developmental stage to semi-professional stage.
- Provide guidance and assistance in a non- judgmental, non-directive yet supportive manner to the allocated community theatre group.
- Provide and engage in artistic input by professionally developing and capacitating a pool of performing artists.
- Conduct capacity building and theatre skills workshops.

#### **SUPERVISION**

- Offer administrative support and liaising with the Artistic Department and the Creative Incubator Coordinator.
- Initiate and maintain ongoing communication between PACOFS and the allocated community theatre group.
- Oversee the groups progress onsite and offsite through a fair, transparent and professional artistic support.
- Provide artistic progress and assessment/s report of the allocated community theatre group.
- Compile and submit artistic narrative report and POE's to PACOFS Artistic Department.

Preference will be given to Free State Province drama/theatre graduates.

It is the responsibility of candidates with foreign qualifications to have them verified by the South African Qualifications Authority (SAQA) • PACOFS reserves the right not to make an appointment • Failure to submit all the requested documents may result in the application not being considered • PACOFS subscribes to the principles of Employment Equity • If you have not been contacted within one month after the closing date, please regard your application as unsuccessful.

*Please note: Shortlisted candidates will be contacted regarding interview date and timeslot. The successful applicant will be required to travel. This position does not qualify for overtime pay.*

Applications be emailed to: [arts1@pacofs.co.za](mailto:arts1@pacofs.co.za).

Enquiries: [wits@pacofs.co.za](mailto:wits@pacofs.co.za) | Tel: 051447 7771

**Closing date: 23 June 2024**

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