

## Vacancy Announcement

**Job Title:** Culture Program Manager

**Reports To:** Director of Alliance Ethio Francaise

**Location:** Addis Ababa – Piassa Wavel Street

**Employment Type:** Full-time

### **Job Summary:**

The Cultural Program Manager provides strategic leadership and oversight for all cultural and artistic initiatives within Alliance Ethio Francaise. This role champions the arts, fosters community engagement, and ensures the successful planning, funding, and execution of diverse cultural programs. The Manager serves as a key liaison between artists, civic leaders, and the public, promoting cultural vitality and creative expression.

### **Key Responsibilities:**

- ✓ Develop and implement long-term and short-term strategic plans for arts and culture Department
- ✓ Oversee the planning and execution of Projects, exhibitions, performances, festivals, and educational initiatives
- ✓ Build partnerships with artists, cultural institutions, community organizations, and government agencies
- ✓ Manage departmental budgets, staffing, and operational logistics
- ✓ Lead marketing and public relations efforts to promote cultural events and initiatives
- ✓ Evaluate program impact and community engagement metrics
- ✓ Advocate for the arts in policy discussions and public forums
- ✓ Supervise and mentor staff, volunteers, and interns
- ✓ Ensure compliance with legal, ethical, and safety standards

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## **Qualifications:**

- ✓ Master's or Bachelor's degree in Arts Administration, Cultural Management, Public Administration, or related field
  - ✓ Minimum 5–7 years of leadership experience in arts, culture, or nonprofit sectors
  - ✓ Proven success in fundraising, strategic planning, and team management
  - ✓ Strong communication, negotiation, and public speaking skills
  - ✓ Deep understanding of cultural diversity and community engagement
  - ✓ Familiarity with budgeting and arts policy
  - ✓ Proficiency in French Language is Mandatory
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