

JOB DESCRIPTION: Project Manager – Consultant Culture & Arts Education in Public Schools

PART A: General Information

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| Position title: | Project Manager, Culture & Arts Education in Public Schools |
| Salary range: | \$1,500 - \$2,500 per month (net) – Grade 7 |
| Place: | Phnom Penh, Cambodia |
| Responsible to: | Program Director |
| Assisted by: | Program Manager, Program Coordinator(s) |

PART B: About Cambodian Living Arts (CLA)

We believe arts are at the heart of a vital society. We envision the arts and cultural expression as essential to a thriving future for Cambodia. Cambodian Living Arts' mission is to be a catalyst in a vibrant arts sector, inspiring new generations

Our strategic goals for the period 2017-2021 are to:

- Enable artists and cultural leaders by providing training, funding and resources
- Integrate arts and culture into the life experiences of young people
- Expand audiences and markets for Cambodian performing arts
- Facilitate beneficial connections and collaboration between arts communities in Cambodia and Asia

Our ongoing aims are to:

- Lead major artistic initiatives that support the development of the Cambodian arts sector
- Facilitate international and regional exchange and promotion
- Support the continuity of Cambodia's artistic heritage

PART C: Position overview

In early 2017, CLA launched a strategic five-year project plan to set up an effective model for integrating culture and arts education into public schools (through training & programming). This project is set up in partnership with Ministry of Education Youth & Sport (MOEYS), Ministry of Culture & Fine Arts (MOCFA) and UNESCO.

We are looking for a Project Manager to join our team. The main role of the Project Manager is to shape and oversee implementation of the project plan for the next 12-24 months, with a clear view and through-line to the long-term impacts of the program. The Project Manager will ensure that the project activities are designed and executed strategically so as to integrate government structures and planned policy reforms and to align with CLA's values and focus on a creative approach to culture and arts education.

Three major areas that need to be initiated are:

- coordinating a structured network among stakeholders for enhancing arts education policy implementation
- enhancing teacher training for arts education
- facilitating and supporting the roll out of arts-education cluster centers at national

level for non-formal arts education.

These initiatives should be linked to existing work that is underway on curriculum development.

The Project Manager will be joining the project at a time when a basic foundation of understanding about the current state of culture and arts education in Cambodia has been established, and the beginning of a network of artists, teachers, NGOs and policy makers involved in the field has been initiated. A basic program design has been set out, but requires strategic shaping and proactive management from a Project Manager. The team currently consists of a Program Manager, and a Program Coordinator, but there is a flexibility to adapt and expand the team structure if required.

PART D: Responsibilities

General

- Creating a detailed project plan for the next 24 months+, including human and financial resources required to implement
- Mobilising and overseeing the Program Team to implement the project
- Supporting Senior Management and Board with information and advice for long-term planning and fundraising
- Engaging with arts education sector experts from around the world, to find relevant case studies, human resources and best practices that can guide the development of the pilot

Policy and advocacy

- Understanding and evaluating the policy reforms and actions planned by MOEYS for the project period and beyond
- Engaging relevant stakeholders such as Royal University of Arts, NGOs working in education and in arts, Ministry of Culture, etc to evaluate complementary actions planned, risks, opportunities and synergies that can be established
- Initiating formation of a structured cross-sectoral working group on arts education that can contribute to policy development and implementation
- Working with strategic partners to test relevant initiatives that can complement the project

Cluster Centers

- Finding a mechanism by which cluster centers can be integrated into MOEYS structure, and coordinated in the long-term
- Designing a strategy for activating 6 cluster centers within the project period (2 have currently started work), which will include establishing the program focus, funding and partnership model for each center
- Finding a mechanism by which cluster centers can be integrated into MOEYS structure, and coordinated in the long-term

PART E: Required skills and experience

- Very experienced in project management
- Strategic thinker, creative problem solver and decision maker
- Strong communicator, able to engage and negotiate with diverse stakeholders
- Experience working in cross-cultural teams
- Sensitised to diverse cultural contexts



- Interest in arts essential, experience in arts education desirable
- High level of written and spoken English
- Khmer language desirable