



CALL FOR APPLICATIONS

Facilitator

Deadline December 22, 2021

ABOUT THIS PROJECT

This is a project supported by grant funding from the Caribbean Development Bank's Cultural and Creative Industries Innovation Fund (CIIF) which will provide capacity development, platform-specific training, support for online streaming activity regularisation and opportunities for monetisation of online content for an estimated one hundred regional creative industries practitioners.

WHO WE ARE

Incorporated in 1997, Headline Entertainment Company Limited is focused on three main areas, talent booking, entertainment consultancy and public relations. Headline Entertainment continues to represent a diverse pool of Caribbean based entertainers including performing artistes, musical bands, sound systems, disc jockeys and more exclusively and non-exclusively. Headline Entertainment maintains a significant presence in the Caribbean and chiefly in the reggae music business as a foundation booking agency.

CaribTix has served as a valuable partner for many types of events, from small clubs to international festivals and major sporting events throughout the Caribbean and the US. Past and current clients include Reggae Sumfest (Jamaica), Jerk Festival USA, Cup Match Salute Music Festival (Bermuda), ISSA Track and Field Championships (Jamaica), Miami Carnival (FL), and Hennessy Artistry (Barbados, Bahamas) just to name a few.

ABOUT THIS JOB

Headline Entertainment Company Limited and CaribTix are seeking applications for a facilitator to oversee the training activities for twenty (20) music practitioners including DJs, comedians, musicians and other performance artistes.

Roles and Responsibilities:

- Overseeing the training of the creatives.
- Conducting in-house and offsite activities such as presentations, job simulations, and role-playing exercises.

- Overseeing and managing trainees/ attendees' subscriptions to seminars and e-learning exercises.
- Assessing and measuring the results of training.
- Frequently carrying out research and recommending necessary learning equipment, such as platforms and projectors.
- Provide detailed reports on training.
- Monitoring, evaluating, and taking an accurate and adequate record of training activities and program effectiveness.

Qualification and Requirements

- At least 1 year of proven work experience as a training facilitator, training coordinator, or any other similar role.
- Adequate experience in the creative industry.
- Excellent verbal and written communication skills which enable a training facilitator to effectively educate trainees and communicate with the upper management.
- Sound Knowledge of the creative industry such as music and festival industry.
- Proficiency and familiarity with Talent Management and career paths.
- Sound knowledge of traditional and modern educational techniques.
- Well-developed understanding of processes, such as how to enable group decision-making, problem-solving, and organizing and structuring agendas for appropriate results.
- A Bachelor's degree or certification in fields such as Education, Arts and Culture or other related fields.
- Must be from one of the following CDB Borrowing Member Countries: Anguilla, Antigua and Barbuda, Barbados, Belize, British Virgin Islands, Cayman Islands, Dominica, Grenada, Guyana, Haiti, Jamaica, Montserrat, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Suriname, The Bahamas, Trinidad and Tobago Turks and Caicos Islands.

APPLY

Potential applicants are invited to complete the send resumes to HErecruitments876@gmail.com with the subject "Resume'-Facilitator" by 11:59 pm (Bogota Time) December 22, 2021.

WHEN WILL PARTICIPANTS BE SELECTED?

Selection of participants will be completed by December 28th, 2021.