



Management Institute for
National Development

An Agency of the Office of the Cabinet, Government of Jamaica

Building Capability for Public Service Excellence

ISO 9001: 2015 CERTIFIED

Career Opportunity

ASSOCIATE FACULTY (Part-time Trainers)

The Management Institute for National Development (MIND) is the Government of Jamaica's training institute, with the mandate ***“to provide effective leadership development and management training appropriate to all levels, and in line with the demands of a modern and competitive public service”***.

MIND continues to contribute to national development by providing the Jamaican public sector with quality leadership development options, management training, supporting services and outreach that sustain a culture of enterprise, efficiency and responsiveness to the publics they serve.

MIND is seeking to employ Associate Faculty in the following disciplines:

- Customer Service
- State Protocol
- Business Etiquette
- Public Speaking
- Minute Writing
- Receivables Management
- Public Policy
- Preparing Cabinet Submissions
- Corporate Governance
- Strategic and Corporate Planning
- Auditing
- Procurement
- Project Management
- Industrial Relations
- Sexual Harassment
- Spanish
- Technical Report Writing

Applicants' competencies and qualifications should include:

- Excellent knowledge of modern facilitation and assessment methodologies;
- Good knowledge of competency based education and training;
- Postgraduate degree in relevant discipline; and
- Training/teaching qualification and experience.

Qualified applicants should address their applications and resumes to MIND's Director Finance, Human Resource Management and Administration.

Deadline for applications is Tuesday, April 16, 2024

Email: hr@mind.edu.jm



marketing@mind.edu.jm



www.mind.edu.jm

