



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

STAFF VACANCY

Applications are invited to fill the following vacancy

Manager Leadership Development, Grade 8

The incumbent is responsible to:

- Support the establishment and effective management of the Public Service Leadership Development Centre.
- Establish and maintain relationships with key stakeholders including existing and potential funding partners, assisting with developing content for reports, presentations and briefings.
- Manage the overall design, development and delivery of leadership development interventions that align the public sector workforce with key business strategies and initiatives.
- Design leadership learning products.
- In collaboration with the relevant internal team members, initiate and convene meetings and other forums with existing and prospective clients/stakeholders in order to increase business opportunities and fully meet stakeholder needs.

Minimum Qualifications and Experience

- Post Graduate Degree in Leadership, Human Resource Management, Organizational Development or other relevant discipline.
- Training and experience in curriculum development, instructional design, or adult learning.
- Five (5) years related work experience

Qualified applicants are invited to address their applications and résumés to Director Finance, HRM and Administration and email to hr@mind.edu.jm

Application Deadline: Sunday, May 10, 2026

MIND Kingston

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