

JAMAICA SOCIAL INVESTMENT FUND

ISO 14001:2015 Certified



EMPLOYMENT OPPORTUNITY

The Jamaica Social Investment Fund seeks to hire a suitably qualified person for the following position:

TOURISM SPECIALIST

A key member of the project management team and reporting to the Project Manager, the incumbent works to support the promotion, identification, design, feasibility, and implementation of competitive and climate-resilient investment subprojects established by beneficiary enterprises (such as cooperatives and benevolent societies, or other legally established companies or associations that may be organized as industry value chains). The incumbent shall provide technical advice to buildout investments to improve the competitiveness of the tourism sector and to promote inclusive rural development (based on the agriculture and tourism nexus) and to ensure the sustainability of the rural enterprises and productive partnerships supported by the project. Provide support to the scoping and implementation of initiatives to strengthen the capacity of relevant public sector institutions and associated entities.

Key Responsibilities

- Manage and monitor the implementation of all tourism subprojects.
- Provide supervision and direction to the Project Officer – Tourism.
- Develop networks and linkages with tourism stakeholders (local and international tour operators, online travel agents, community tourism enterprises, government and non-government actors, hoteliers etc.)
- Participate in the strategic planning, monitoring and evaluation of the tourism aspects of the Project.
- Participate in the review of applications for tourism subprojects and support the mainstreaming of climate resilience and the inclusion of women and youth as well as a market-oriented approach to project design and implementation maximising the opportunities presented by the sharing economy.
- Lead on project appraisal and design of shortlisted tourism sector applications and work closely with the Agriculture Specialist on any agri-tourism ventures.
- Review Business Plans/Proposals submitted to ensure quality and acceptability.
- Provide technical advice and feedback to the Project Manager and JSIF management on implementation progress, constraints and possibilities for implementation improvement.
- Prepare quarterly workplans, monthly progress reports and other documents as required.
- Ensure compliance with established procedures and operational controls as outlined in the Environment Management System Procedures Manual.

Required Qualifications and Experience

- At least a Bachelor's degree in Tourism Management, Sustainable Tourism, Tourism Policy and Planning, Rural or Community Tourism, Cultural Heritage Tourism, or other related area.
- At least 10 years' experience in tourism, in Jamaica or similar island countries preferably in rural areas or community-based tourism.
- At least 5 years' experience leading the identification, appraisal and implementation of community tourism projects showing management skills in organization, planning and supervision of programmes (preferably in rural areas).
- At least 3 years' experience facilitating innovative mechanisms of strengthening tourism market linkages. Specific experience with community tourism marketing is desirable.
- At least 5 years Project Management experience
- Experience at the Supervisory Management level
- Experience monitoring and evaluating tourism projects
- General knowledge of climate resilience as well as gender mainstreaming and youth inclusion in tourism

Required skills and Competencies

- Strong analytical and operational knowledge in tourism market and supply chains and competitiveness, with sound knowledge of community tourism
- Proven leadership skills and strong interpersonal skills
- Good oral and written communication skills

If you meet the requirements, please submit your application by *April 8, 2022* to:

General Manager Corporate Services
Jamaica Social Investment Fund
11 Oxford Road (Entrance on Norwood Avenue)
Kingston 5

Email: jobs@jsif.org (state position applying for in subject line)

We thank all interested applicants however only persons short-listed for interviews will be contacted.