



Papua New Guinea Centre for Judicial Excellence (PngCJE) **Supreme & National Court of Justice**



INFORMATION, COMMUNICATIONS AND TECHNOLOGY MANAGER

The concept of Judicial Education was recognised by the Judiciary some time ago as was the need to develop structured judicial programs to the Judicial Court officers as a necessary tool to achieve Judicial Excellence. The Board of the CJE has the aim to expand judicial education and training programs to cater for the needs of other smaller Pacific Nations in addition to meeting the needs of the PNG Judiciary.

The National Judicial Staff Services through the Board of Directors of the PngCJE is seeking to recruit a dynamic Information, Communications, Technology Manager to manage the Information Technology platform that will support the CJE Activities. The Information, Communications, Technology Manager will be responsible for managing the development and evaluation of learning media for the PNG Centre for Judicial Excellence/Pacific Island Countries Centre for Judicial Excellence (PngCJE/PicCJE).

The Information, Communications, Technology Manager will assist and support the Executive Director and the Deputy Executive Director in their endeavours and in developing and implementing the Business Plan, PicCJE Roadmap and the Training Activity Plan. This position has the day to day responsibility for one additional staff member with overall focus on using IT to design and deliver judicial educational programs in consultation with subject matter experts from the Faculty of Trainers in the PngCJE.

Key Accountabilities

- Maintaining IT equipment and network related to the CJE Activities
- Project Management
- Evaluation of IT
- IT Design and implementation

Educational Qualifications

Tertiary qualifications in IT Support, particularly networks, and electronic communications and preferably with training in web based learning delivery.

Essential Experience

At least 5 years' experience in IT Management in an educational delivery environment, particularly in a legal or judicial environment.

Personal Qualities

- Tact and diplomacy
- Ability to manage workload and meet deadline without close supervision
- Ability to work under pressure

An attractive remuneration package similar to those offered to Technical Officers engaged on contract in government service in PNG is being offered for this high level position. This position is available to PNG citizens and non-citizens from within and outside PNG.

Completed applications can be marked Information, Communications, Technology Manager and forwarded to PO Box 7018, Boroko, NCD. Alternatively you may send your cover letter and resume to jcarey@pngjudiciary.gov.pg. Applications close on Friday 30th March 2018. Only shortlisted candidates will be contacted. Information is also on the Website; www.pngjudiciary.gov.pg under News & Events, Advertisement.