



Government of St. Vincent and the Grenadines

POST OF DIRECTOR, AGENCY FOR PUBLIC INFORMATION

MINISTRY OF EDUCATION, VOCATIONAL TRAINING AND INNOVATION, DIGITAL TRANSFORMATION AND INFORMATION

Applications are invited from suitably qualified persons to fill the post of **DIRECTOR, AGENCY FOR PUBLIC INFORMATION** at the Ministry of Education, Vocational Training and Innovation, Digital Transformation and Information.

QUALIFICATIONS AND EXPERIENCE

Applicants should possess the following qualifications:

- A postgraduate degree or first degree in Communications, Public Relations, Journalism, Media Studies, Political Science, Sociology, or a related field, from a recognized institution
- At least five (5) years senior-level experience in public relations, communications, journalism, media management, or a related field, preferably within the public sector
- Demonstrated leadership, management, and strategic planning skills
- Strong written and oral communications skills
- Proven experience in media engagement, public messaging, and stakeholder relations
- Sound knowledge of Government operations, public policy, and national development issues
- Demonstrated experience or certification in the use of Information Communication Technology
- High standards of professionalism, integrity and confidentiality

CORE DUTIES

The duties of the person appointed to the post will include:

- Advising Government on public Information, strategic communications, and media relations policies and ensure their effective implementation across Ministries, Departments and Agencies
- Providing strategic leadership and management of the Agency for Public Information, including supervision, deployment, and development of professional and support staff
- Coordinating and overseeing the production and dissemination of official Government information through traditional, digital and social media platforms
- Serving as the principal liaison between Government and the media, including local, regional, and international press and communications agencies
- Planning, developing and implementing public information campaigns and national awareness programmes
- Ensuring timely, accurate, and consistent public communication on Government policies, programmes and initiatives
- Overseeing crisis communication and public response strategies as required
- Developing and implementing training programmes to strengthen Government communications capacity, and
- Performing such other duties as may be assigned by the Permanent Secretary or other duly authorised officer

SALARY

Salary is payable at the rate of \$75,576 x \$4,824-\$99,696 in Grade B2.

CLOSING DATE FOR APPLICATIONS

Applications accompanied by proof of qualifications, along with two (2) recent testimonials, should be sent to the Chief Personnel Officer, Personnel Department, Ministerial Building, 2nd Floor, Halifax Street, Kingstown, no later than **July 31, 2026**.