CHUMA GCISA

ADDRESS: NO.7 TRANSIDO BUILDING. MALUTI T/SHIP, EC 4740
E-MAIL: ChumaGcisa@gmail.com | CELL NO: 082 213 9874 [or] 081 044 8548

DATE: 01 | 10 | 2024

TO: RESIDENTS OF THE ALFRED NZO DISTRICT MUNICIPALITY

Chuma Gcisa - Employment Posts (x 29 opportunities)

About Chuma Gcisa

Chuma Gcisa is a collective movement of young artists, art practitioners, and art enthusiasts who envision a better developed local arts industry. The collective aims to collaborate with local artists in the production of shows, concerts, and exhibitions that can awaken the community at large to the significance of supporting local artists for community development, local economic growth, and celebrating cultural and creative differences.

The collective understands that a better developed local art industry creates opportunities for other sectors such as tourism, hospitality, marketing, fashion, and more.

Our events prioritize young local artists, art practitioners, and art enthusiasts with diverse specialties, artistic abilities, and interests as integral participants in the building of the local arts sector.

The collective will be hosting an event (funded by the National Arts Council) in collaboration with local crafters, musicians, actors, and visual media experts, whose sole intention is to bring the community's attention back to local artists and give local artists the opportunity to sell, showcase and exhibit their various artistic abilities and art works.

Effective collaboration of the organizers, artists, art lovers, businesses, government agencies, and the community members whose values and principles align with the collective guarantees the successful implementation of our vision.

The collective will be hosting an event on the afternoon of December 31, 2024 and has various vacancies open for visual media marketing prior to the event and on the day of the event.

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PHYSICAL ABILITIES

- ✔ Must be able to withstand a noise level that is loud
- ✔ Must able to work on your feet (stand or walk) for entirety of event
- ✔ Must be willing to perform other general tasks as assigned by management

CORE COMPETENCIES

- ✔ Basic understanding of events
- ✔ Endurance
- ✔ Ability to follow instructions and work independently
- ✔ Time management
- ✔ Assertiveness
- ✔ Communication
- ✔ Client-first approach

REQUIRED DOCUMENTS

Curriculum Vitae (CV)

Certified South African ID

Proof of residence

SUBMISSION OF APPLICATIONS

Complete the Google Forms for the relevant position by following the supplied links

- Visual Media Marketing positions

  https://docs.google.com/forms/d/e/1FAIpQLSeFbMw-P-xuZbWszOmpK45DrO6UY4FiZ9ZeVxosV3D5KzGZsg/viewform?vc=0&c=0&w=1&flr=0

- Event Day positions (Excluding videographers, photographers and media personalities)

  https://docs.google.com/forms/d/e/1FAIpQLSdusyK0jw1FeoLw2J-xhWbQ-UD3S5_IyUiggKdiEua-K5DrnQ/viewform?vc=0&c=0&w=1&flr=0

- Media personality

https://docs.google.com/forms/d/e/1FAIpQLSeroRLLnTwvqZftsp48BBQIdEkJmwsOdSGb1S1TAh26Q0pcwA/viewform?vc=0&c=0&w=1&flr=0

- Videographer

  https://docs.google.com/forms/d/e/1FAIpQLSdqCJWDnEcoehDI13yC6iMiTHu7mSyYKiPWcnLkI6jrUsom3A/viewform?vc=0&c=0&w=1&flr=0

- Photographer

  https://docs.google.com/forms/d/e/1FAIpQLSfAyJxDcbSuUVeaHT4cQ7TJwFGqZYiS_IJrD-b6Lj42_GCpwg/viewform?vc=0&c=0&w=1&flr=0

- Volunteer positions

  https://docs.google.com/forms/d/e/1FAIpQLSdFOM1q3YVptEZUbEnWnuHMlzjYqM3RP6dXgBQBiNOTVfliCw/viewform?vc=0&c=0&w=1&flr=0

!!!Photographed documents aren't acceptable for digital submission!!!

VOLUNTEER OPPORTUNITY

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Possible volunteer positions

- ✔ Actors (extras)
- ✔ Production assistants
- ✔ Flyer distributors
- ✔ Floaters
- ✔ Runners
- ✔ Vocalists
- ✔ Dancers
- ✔ First aid
- ✔ Parking attendants

You may have ideas, expertise, and skills you know would contribute positively to the event's success. You are more than welcome to share with us

APPLICATION SUBMISSION DEADLINE:

25 November 2024 (Event day staff)

15 November 2024 (Visual media marketing- Actors & crew)

30 December 2024 (Volunteer)

To make enquiries email us at chumagcisa@gmail.com and make sure you also include your contact number in the email or

Send us an inbox to our Facebook page Chuma Gcisa https://web.facebook.com/people/Chuma-Gcisa/61567682417286/

or call us at 082 213 9874 or 081 044 8548

EVENT DAY STAFF (18x POSTS)
Deadline: 25 November 2024

Event Day Customer Service Supervisor x1 Ref. KSM/EDS/24001

National Arts Council NAC
an Agency of the Department of Sport, Arts & Culture

sport, arts & culture
Department: Sport, Arts and Culture
REPUBLIC OF SOUTH AFRICA

PRESIDENTIAL EMPLOYMENT STIMULUS

4-day contract	Key responsibilities & duties	Remuneration
29 December – 01 January 2025	Create and manage communication channels with the event day staff to be supervised, and event venue visitation to get familiar with the layout. Meeting with event day staff to discuss roles and contingency strategies, and lead an event site visitation tour with the staff to get them familiar with event layout. Supervise all activities of all customer service event day staff and ensure excellent customer service experience for audience	**R1230-00**
EVENT DAY CUSTOMER SERVICE ATTENDANTS x4 Ref. KSM/EDS/24002		
2-day contract	**Key responsibilities and duties**	**Remuneration**
31 December – 01 January 2025	Guest reception and ticket processing Directing guests to amenities and answering general enquiries about event Post-event clean-up	R670-00
EVENT DAY SECURITY SUPERVISOR x1 KSM/EDS/24003		

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4-day contract	**Key responsibilities & duties**	**Remuneration**
29 December – 01 January 2025	Receive briefing of event structure, key roles of security officers in event site, create communication channel with the security officers to be supervised, and event venue visitation to get familiar with the layout and key spots to be secured. Meeting security officers to discuss roles and contingency strategies, and lead an event site visitation tour with the staff to get them familiar with event layout. Supervise all activities of security guards. Present in post-event day clean-up and collection of lost and found items.	R1 230-00
✔ Minimum grade 9 ✔ 1-2 years' experience as security officer ✔ A link to personal social media pages (TitTok, YouTube, Facebook, X, etc)		
EVENT DAY SANITATION ASSISTANTS x3 KSM/EDS/24005		
2-day contract	**Key responsibilities and duties**	**Remuneration**
31 December – 01 January 2025	Responsible for disinfection and cleaning	R560-00

	of bathroom and maintaining supply of toilet paper, hand wash soap, water and sanitizer Keeping the floors dry and pick up litter to prevent slip/trip hazards (floors/grounds) throughout the duration of the event Post-event clean-up	

- ✔ Minimum Grade 9
- ✔ Basic – Advanced experience in general work
- ✔ A link to personal social media pages (TitTok, YouTube, Facebook, X, etc)

STAGE MANAGER x1 KSM/EDS/24006

4-day contract	**Key responsibilities and duties**	**Remuneration**
29 December – 01 January 2025	Work closely with visual media director, artist liaison, sound team, visual effects team in the layout of the stage and backstage for seamless entry/exit of artists Training and assignation of duties of stage hands (including event site visit and rehearsals) Oversee stage and sound assembling and all activities on stage, backstage and around the stage in the duration of event	R1080-00

	Oversee disassembling of stage	

✔ Minimum grade 9
✔ 1-2 years' experience in event planning & hosting
✔ A link to personal social media pages (TitTok, YouTube, Facebook, X, etc)

STAGE HANDS X2 KSM/EDS/24007

3-day contract	**Key responsibilities and duties**	**Remuneration**
30 December 2024 – 01 January 2025	Attend training and rehearsals to get familiar with acts to ensure seamless performance transitions and how the equipment works so that on the day they can assist performers with ease Assembling of production equipment, stage equipment set up, sound checks, loading and unloading equipment, assist performers, rearrange stage for different performances, etc Disassembling stage equipment, loading and unloading	R830-00

✔ Minimum grade 9
✔ 1-2 years' experience in event planning & hosting
✔ A link to personal social media pages (TitTok, YouTube, Facebook, X, etc)

MEDIA PERSONALITIES x2 KSM/EDS/24009

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2-day contract	Key responsibilities and duties	Remuneration
30 December 2024 – 01 January 2024	Coordination training & rehearsals with event day visual media director Interview guests, artists, exhibitors, and staff in the duration of the event for social media lives and for documentary	R610-00
✔ Advanced proficiency in any of the official South African languages (Sesotho, IsiXhosa, and English being priority) ✔ 45 second video showcasing public speaking ability (interviewing ability is a must) ✔ A link to personal social media pages (TitTok, YouTube, Facebook, X, etc)		
PHOTOGRAPHERS x2 KSM/EDS/24010		
2-day contract	**Key responsibilities and duties**	**Remuneration**
30 December – 01 January 2025	Coordination training & rehearsals with event day visual media director Capture photographs of event (entrance, general floor, VIP floor and backstage)	R610-00
✔ Portfolio of works that span over 2 years ✔ Own a camera (photographers: picture resolution 18 megapixels and a flash) (videographers: 1080P resolution and above) ✔ A link to personal social media pages (TitTok, YouTube, Facebook, X, etc) and website links for online portfolios		

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VIDEOGRAPHER x2 KSM/EDS/24011		
2-day contract	**Key responsibilities and duties**	**Remuneration**
30 December – 01 January 2025	Coordination training & rehearsals with event day visual media director Capture videos of event and interviews by media personality (entrance, general floor, VIP floor and backstage)	R610-00

VOLUNTEER OPPORTUNITY
Application Deadline 30 December 2024

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VISUAL MEDIA MARKETING (11x POSTS)
Application deadline: 15 November 2024

ACTORS x8 Ref. KSM/VMM/24001
Application Deadline: 10 November 2024 (Visual media marketing- Actors & crew)

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REPUBLIC OF SOUTH AFRICA
PRESIDENTIAL EMPLOYMENT STIMULUS

3-day contract	Key responsibilities & duties	Remuneration
DATES TBA	Portray characters in event promotional videos and short films	**R1000-00**

- ✔ Advanced proficiency in any of the official South African languages (Sesotho, IsiXhosa, and English being priority)
- ✔ 90 second video showcasing acting ability (an original monologue)
- ✔ 90 second audio recording of you singing
- ✔ 60 second video of you reciting your clan names
- ✔ A link to personal social media pages (TitTok, YouTube, Facebook, X, etc)

GENERAL PRODUCTION ASSISTANT x1 Ref. KSM/VMM/24002

3-day contract	Key responsibilities & duties	Remuneration
DATES TBA	Prepare film set Distributing scripts Placing marks Setting up equipment Running errands	**R670-00**

- ✔ Minimum grade 9
- ✔ Tech literacy (advantageous)
- ✔ A link to personal social media pages (TitTok, YouTube, Facebook, X, etc)

VISUAL MEDIA DISTRIBUTOR x1 KSM/VMM/24003

15-day contract	Key responsibilities & duties	Remuneration
18 November – 27 December 2024	Distributing promotional materials such as flyers, brochures, or leaflets to the public in various locations in the Alfred Nzo Municipality and digitally	**R1330-00**

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SCRIPT WRITER x1 KSM/VMM/24004		
Commission	**Key responsibilities & duties**	**Remuneration**
November 2024 (immediate start)	Creative elaborate and descriptive scenes in line with marketing team's description Write scripts for various visual marketing shoots Provide creative input in production shoots	R250-00 per script
✔ Minimum grade 9 ✔ Portfolio of previous works (advantageous) ✔ ✔ A link to personal social media pages (TitTok, YouTube, Facebook, X, etc)		
VOLUNTEER OPPORTUNITY Application Deadline 30 December 2024		
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Required documents

Curriculum Vitae/Resume

Certified South African ID

Proof of residence

Submission of applications

Complete the Google Forms for the relevant position by following the supplied links

- Visual Media Marketing positions

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- Event Day positions (Excluding videographers, photographers and media personalities)

  https://docs.google.com/forms/d/e/1FAIpQLSdusyK0jw1FeoLw2J-xhWbQ-UD3S5_IyUiggKdiEua-K5DrnQ/viewform?vc=0&c=0&w=1&flr=0

- Media personality

  https://docs.google.com/forms/d/e/1FAIpQLSeroRLLnTwvqZftsp48BBQldEkJmwsOdSGb1S1TAh26Q0pcwA/viewform?vc=0&c=0&w=1&flr=0

- Videographer

  https://docs.google.com/forms/d/e/1FAIpQLSdqCJWDnEcoehDI13yC6iMiTHu7mSyYKiPWcnLkI6jrUsom3A/viewform?vc=0&c=0&w=1&flr=0

- Photographer

  https://docs.google.com/forms/d/e/1FAIpQLSfAyJxDcbSuUVeaHT4cQ7TJwFGqZYiS_IJrD-b6Lj42_GCpwg/viewform?vc=0&c=0&w=1&flr=0

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- Volunteer positions

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25 November 2024 (Event day staff)

15 November 2024 (Visual media marketing- Script writer, Actors & crew)

30 December 2024 (Volunteer)

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or call us at 082 213 9874 or 081 044 8548

Kind Regards,

The Chuma Gcisa Festival Organizers