



EXTERNAL VACANCIES

EPWP INTERN – Marketing Administrator (Graduate) x1

Stipend per day:

Graduate (3-year qualification) – R 243 per day/Grade 12 – R162 per day

Contract Period:

Date of assumption of duty (tbc) until 31 March 2027

Internship (12-month position)

The Expanded Public Works Programme (EPWP) is implemented by the agency for the Department of Cultural Affairs and Sport (DCAS).

Reporting to: Projects Marketing Coordinator

Purpose: To support Artscape's digital presence and marketing initiatives by assisting with graphic design, social media management, content creation, and digital exhibitions. The internship provides practical experience in marketing, advertising, and digital content production, with a focus on theatre and performing arts.

Main Duties: Duties will include, but are not limited to:

- Assist with managing social media channels and applications.
- Support social media management for large projects, events, and community engagement.
- Create new content to drive audience interaction.
- Compile copy and content for social media platforms.
- Take pictures during opening nights of productions and when required.
- Re-design graphics and images for digital use.
- Create showreel videos from existing production footage.
- Develop marketing material for upcoming productions (focus on digital content).
- Build digital exhibitions from archive material.

Educational & Experience Requirements

- Completed a recognized Diploma/Degree in Marketing, Advertising, Graphic Design, or Social Media Management (Statement of Results must be attached).
- Grade 12 Certificate (Statement of Results must be attached).
- Knowledge of Adobe Creative Suite (or similar) is required.
- Skills in imagery and video content manipulation (GIFs, editing, sound insertion) are advantageous.

Further Requirements

- The candidate must be prepared to work overtime as and when required.
- Must be proactive and have problem-solving ability.
- Ability to work collaboratively within a team and under supervision.
- Must reside in the Western Cape (proof of address required).
- Age between 18 – 35.



- ❑ Keen interest in theatre and technical operations is essential.
- ❑ Must be articulate in at least 2 of the Western Cape's predominant languages (English, Afrikaans, IsiXhosa).
- ❑ South African citizenship required.
- ❑ No criminal convictions or pending cases.
- ❑ Previous experience in Performing Arts disciplines is advantageous.
- ❑ Positive attitude and willingness to learn.
- ❑ Strong written communication skills in English.
- ❑ Creative thinking and problem-solving ability.
- ❑ Excellent interpersonal skills.
- ❑ Strong time management, planning, and organizational skills.
- ❑ Connectedness with social media influencers is advantageous.

Closing date: 6 July 2026

Contact person: Zandile Mbizela

Interested applicants may forward their Curriculum Vitae and a covering letter with a certified copy of their ID's and educational supporting documentation to Zandile Mbizela in the Human Resources Department by E-mail: hradmin@artscape.co.za

Artscape supports the principles of Affirmative Action and the provisions of the Employment Equity Act. If you have not heard from us within four weeks of the closing date, please consider your application unsuccessful.