

Open Public Call for the Position of Director of the National Museum of Modern and Contemporary Art, Korea

The Government of the Republic of Korea (Ministry of Personnel Management, Ministry of Culture, Sports and Tourism) is announcing this public call to fill the position of director of the National Museum of Modern and Contemporary Art, Korea, and encourages talented leaders in the arts to apply.

The National Museum of Modern and Contemporary Art, Korea

Since opening in 1969, the National Museum of Modern and Contemporary Art (MMCA) has played an integral role in the history of contemporary Korean arts. Operating three branches (MMCA Gwacheon since 1969, MMCA Deoksugung since 1998, MMCA Seoul since 2013), the Museum carries out a wide range of programs to establish a close network between the branches and help each establish a unique identity.

For further information, please visit the Museum's website at www.mmca.go.kr.

MMCA is striving to develop into a world-class art museum, fulfill its public duties as a government organization and communicate with people throughout Asia and beyond thereby fostering a greater appreciation of culture and its value at home and around the world.

Position Title: Director of the National Museum of Modern and Contemporary Art, Korea

Position Grade: Fixed-term Grade B Senior Civil Servant affiliated with the Korean Ministry of Culture, Sports and Tourism

Core Responsibilities

- To develop the Museum's capabilities to a global level by strengthening international partnerships for collaborative projects and establishing national and international networks
- To improve the public image of the Museum by meeting the demands of visitors through enhanced services and providing a wide range of cultural programs tailored to different participants
- To reinforce the role of the Museum as a public culture and art organization by increasing its social contribution and strengthening its role in public education
- To oversee efficient management of the Museum by increasing the level of communication within the organization and developing areas of specialty that are unique to the Museum

Qualifications

1. Basic qualifications

**All of the following qualifications must be met.*

Applicants must not be subject to any of the following disqualifications stated in the following paragraphs of Article 33 (Grounds for Disqualification) of the Korean State Public Officials Act.

1. An adult ward or limited ward of the state
2. A person who was declared bankrupt and has not yet been reinstated
3. A person in whose case five years have not passed since his/her imprisonment without prison labor or a heavier punishment as declared by a court was completely executed or exempted
4. A person who was sentenced by the suspension of the execution of imprisonment without prison labor or a heavier punishment and for whom two years have not passed since the period of suspension expired
5. A person who is under a suspended sentence of imprisonment without prison labor or a heavier punishment as declared by a court
6. A person who is disqualified, or whose qualification is suspended, pursuant to a judgment of the court or other Acts

2. Professional qualifications

** At least one of the following qualifications must be met.*

Have at least ten years' work experience in a field of art

Have a doctoral degree in a field of art and at least 7 years' work experience in that field subsequent to earning the degree

Hold the position of a department head or above in a field of art with at least three years' work experience in that field

3. Other qualifications

Have a wide range of experience and general knowledge concerning all fields of art as well as openness to diverse art trends

Have strong leadership skills that will reinforce domestic and international networks and collaboration

Have effective communication skills for both internal and external relationships

Have the ability to be flexible in dealing with a rapidly changing environment

Duration and Conditions of Employment

Duration of employment: Three years

Minimum of three years if no particular circumstances demand otherwise; outstanding performance may result in the term of employment being extended to a maximum of five years

Working hours: 40 hours per week, Monday to Friday, 09:00-18:00

Vacation: Determined based on length of employment

Salary: Annual salary and bonuses

The basic annual salary is determined through consultation in line with the jobholder's capabilities, qualifications and career record.

Annual bonuses will be paid following an assessment of the jobholder's performance in the previous year.

A fixed-amount meal allowance, duty-based allowance and family allowance will be paid in addition to the annual salary.

Other benefits

health insurance

Housing, vehicle for business use, interpreter or secretary available to assist with business

Visa: E-7 (Specially Designated Activities) visa for government administrators.

Initial visa granted for two years' stay, renewable every year or every two years depending on duration of employment. For further information, visit

<http://www.hikorea.go.kr>.

To learn more about the conditions, please visit the MMCA website (at www.mmca.go.kr). Please make all inquiries via email to milestone1@korea.kr.

Examination Process

The examination process consists of document screening and interviews.

The document screening assesses the applicant's qualifications based on submitted documents; only the candidates who pass the screening will undergo interviews.

Once submitted, documents cannot be edited, so make sure all information in the documents is correct prior to submission.

Document screening will take place in September 2015, interviews in September or October 2015. The exact date, time and location of the interview will be sent to the email address provided by the applicant.

Final results will be sent individually by email in October 2015.

Application Process

Submit all application documents via email as attached electronic files (PDF, Microsoft Office, and, if necessary, scanned image files)

Submit all application documents to milestone1@korea.kr.

Application period: July 31, 2015 to August 20, 2015 KST (UTC+9)

Application deadline: 18:00 on Thursday, August 20, 2015 KST (UTC+9)

(the deadline will be strictly enforced)

Inquiries: Lee Myeongjin, General Administrative Division, Ministry of Culture, Sports and Tourism, Korea (milestone1@korea.kr)

Please make all inquiries via email.

Required Documents

1. A curriculum vitae (*in lieu of a completed application form*)

Your C.V. should include: your name, current affiliation and position, date of

- birth, address of residence, email address, phone numbers (including work no. and cellphone no.), academic background and degree/major, main work experience, skills and certifications, a recent (passport size) photograph.
2. A cover letter (*in lieu of a statement detailing work-related performance*)
Describe all of your past achievements and strengths, including work-related performance for the last three years.
 3. A work plan
Focusing on how your knowledge, personal and work experience relate to the position you are applying for, freely describe in this order: (a) your understanding of assigned duties and reasons for applying for the position; (b) the direction in which you will lead the Museum and your vision for its future; and (c) your plans for realizing that vision in detail.
 4. Documented proof of past and present employment (including the term of employment, position, and assigned duties)
Any work experience without documentation will not be acknowledged.
 5. A copy of the applicant's final academic graduation certificate or diploma
 6. An agreement on the provision of personal information and management of unique identifying information, including the applicant's signature (use attached form 1)
 7. A self-certification of health (use attached form 2)

Miscellaneous

Submitted documents will not be returned and the subsequent discovery of false information may lead to the revoking of a candidate's selection or appointment.

Even after the announcement of the results, the successful candidate's status may be revoked prior to appointment if reasons for disqualification are discovered through the background check and physical examination of the applicant.

If none of the applicants are determined qualified, no recommendations will be made to the Minister of Culture, Sports, and Tourism for appointment.

The Minister of Culture, Sports and Tourism may make no appointment if he determines that none of the nominees recommended for appointment by the Central Recruitment Process Committee are qualified.

Attachment 1: Agreement on the Provision of Personal Information and Management of Unique Identifying Information

Article 15 (Collection and Use of Personal Information) of the Personal Information Protection Act	Article 24 (Restriction on Management of Unique Identifying Information) of the Personal Information Protection Act
Based on Article 15 of the Personal Information Protection Act, the subject of information has the right to refuse consent to the provision of personal information with regards to the collection and usage of such information by public institutions. However, refusal to provide consent shall result in the automatic rejection of the relevant application.	Based on Article 24 of the Personal Information Protection Act, the handling of unique identifying information by public institutions requires consent from the subject of information, who has the right to refuse consent to the handling of such information. However, refusal to provide consent shall result in the automatic rejection of the relevant application.
<p>A. Purposes of Collection and Use of Personal Information</p> <ul style="list-style-type: none"> ⇒ For usage in the screening process of the open position system ⇒ For verifying the authenticity of submitted documents related to application eligibility under the open position system <p>B. Required Items of Personal Information</p> <ul style="list-style-type: none"> ⇒ Name, photograph, education, work experience, contact details and certificates/licenses <p>C. Period of Retention and Use of Personal Information</p> <ul style="list-style-type: none"> ⇒ One year from the date of the application submission 	<p>A. Purposes of Collection and Use of Personal Information</p> <ul style="list-style-type: none"> ⇒ For usage in the screening process of the open position system ⇒ For verifying the authenticity of submitted documents related to application eligibility under the open position system <p>B. Required Items of Personal Information</p> <ul style="list-style-type: none"> ⇒ Passport no. <p>C. Period of Retention and Use of Personal Information</p> <ul style="list-style-type: none"> ⇒ One year from the date of the application submission
<input type="checkbox"/> I agree. <input type="checkbox"/> I disagree.	<input type="checkbox"/> I agree. <input type="checkbox"/> I disagree.
<p>I hereby agree to provide my personal information to the National Human Resources Database in accordance with Article 19-3 (Management of Candidates for Public Office, etc.) of the State Public Officials Act.</p> <p><input type="checkbox"/> I agree. <input type="checkbox"/> I disagree.</p> <p>※ The National Human Resources Database refers to the database of key personnel that is designed to collect and control information about candidates for Civil Service positions, as a means to discover and recruit the ideal talent for major government posts based on objective data.</p>	
Date: mm / dd / 2015 Name: _____ Signature	Date: mm / dd / 2015 Name: _____ Signature

Attachment 2: Self-Certification of Health

MEDICAL FORM

APPLICANT'S SELF EVALUATION

APPLICANT'S NAME

FIRST

MIDDLE

LAST

PLEASE PROVIDE CORRECT INFORMATION FOR THE FOLLOWING QUESTIONS. WHEN THE FALSE INFORMATION OR OMISSION IS DISCOVERED, YOUR APPLICATION CAN BE CANCELED. ALL APPLICANT WILL BE REQUIRED TO SUBMIT AN OFFICIAL MEDICAL REPORT FORM

1. WHEN AND FOR WHAT REASON DID YOU LAST CONSULT A PHYSICIAN?

NO YES IF YES, PLEASE EXPLAIN

2. HAVE YOU HAD ANY SERIOUS AILMENT, INJURIES OR DISEASES IN THE LAST FIVE YEARS?

NO YES IF YES, PLEASE EXPLAIN

3. HAVE YOU BEEN HOSPITALIZED IN LAST TWO YEARS?

NO YES IF YES, PLEASE EXPLAIN

4. HAVE YOU EVER BEEN TREATED BY A DOCTOR FOR ANY MENTAL, EMOTIONAL, OR NERVOUS DISORDER?

NO YES IF YES, PLEASE EXPLAIN

5. HAVE YOU EVER BEEN ADDICTED TO ANY SUBSTANCE?

NO YES IF YES, PLEASE EXPLAIN

6. DO YOU HAVE ANY ALLERGIES?

NO YES IF YES, PLEASE EXPLAIN

7. ARE YOU TAKING ANY PRESCRIBED MEDICATION?

NO YES IF YES, PLEASE EXPLAIN

8. ARE YOU ON A SPECIAL DIET?

NO YES IF YES, PLEASE EXPLAIN

9. HAVE YOU EVER SUFFERED FROM DEPRESSION?

NO YES IF YES, PLEASE EXPLAIN

10. ARE YOU HIV POSITIVE?

NO YES I DON'T KNOW

11. HAVE YOU EVER BEEN UNDER THE SUSPICION OF DRUG OR ANY OTHER SUBSTANCE ABUSE OR POSSESSION?

No Yes If yes, please explain

THE ABOVE ANSWERS I HAVE GIVEN ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

SIGNATURE OF THE APPLICANT

_____/_____/_____
DATE(mm/dd/yyyy)