



འཛིན་སྐྱོང་མེད་དབང་ཕྱག་སྒྲོག་མེ་སྤྱོད་བདར་སྤེལ་ཁང་།
ལས་མི་འཆར་གཞི་དང་རིག་ཆུལ་གོང་འཕེལ་ལས་ཁུངས།

Jigme Wangchuck Power Training Institute

Department of Workforce Planning and Skills Development
Ministry of Education and Skills Development
Dekiling: Sarpang



Terms of Reference (ToR) for Culture In-Charge

The Culture In-Charge shall be responsible for promoting cultural awareness, organizing cultural activities, and fostering a positive and inclusive environment within the institute. The key duties include:

1. **Cultural Program Planning:** Organize and coordinate cultural events, festivals, and celebrations for trainees and staff.
2. **Promotion of Traditions:** Promote the institute's cultural values, heritage, and traditions through various programs and activities.
3. **Participation Encouragement:** Encourage active participation of trainees and staff in cultural and co-curricular activities.
4. **Coordination with Departments:** Work with different departments to integrate cultural awareness into training programs and events.
5. **Event Management Support:** Assist in planning, logistics, and execution of institute functions, competitions, and special programs.
6. **Documentation:** Maintain records of cultural activities, events, and participant involvement.
7. **Community Engagement:** Promote linkages with local communities and cultural organizations for collaborative events.
8. **Reporting:** Prepare periodic reports on cultural activities, achievements, and recommendations for improvement.
9. **Additional Duties:** Perform any other responsibilities assigned by the institute management related to cultural promotion.

Training Director
JWPTI