

NOMIN ERKHEMTUGS

CULTURE PROGRAM SPECIALIST

CONTACT

- +976-91262144
- culture@unesco.mn
- Ulaanbaatar, Mongolia

SKILLS

- Public Relations
- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking

EDUCATION

2005 - 2017
MONGOLIAN - RUSSIAN JOINT SCHOOL

2017 - 2021
MONGOLIAN STATE UNIVERSITY OF CULTURE AND ARTS
BACHELOR OF CULTURE AND ARTS MANAGEMENT

LANGUAGES

Russian 
English 

PROFILE

Experienced professional dedicated to advancing cultural programs. Skilled in overseeing program delivery, contributing to policy development aligned with Culture Sector priorities, and providing strategic advice and support to national and local authorities. Proven ability to build and maintain strong relationships with diverse stakeholders, fostering collaborative efforts for effective cultural development.

WORK EXPERIENCE

Culture program specialist 2022-CURRENT
MONGOLIAN NATIONAL COMMISSION FOR UNESCO

- Engage in efforts to promote, safeguard, and elevate cultural programs to preserve valuable natural and cultural heritage.
- Advocate for cultural policies and initiatives that promote cultural equity, diversity, and inclusion.
- Develop educational materials, and workshops to educate the public about cultural heritage, traditions, and artistic practices.

UNESCO project coordinator 2020 - 2022
CREATIVE INDUSTRY INNOVATION CENTER

- Designed, planned, created, implemented and monitored all aspects of the project.
- Created and maintained comprehensive project documentation plans and reports for progress tracking and to inform strategic decision-making.
- Provided team members with supplies and resources needed to complete assigned tasks on time and within budget limits.

Intern 2021
MONGOLIAN NATIONAL COMMISSION FOR UNESCO

- Supported meetings by preparing materials, setting up spaces and taking notes.
- Help proofread to correct errors and maintain clarity.

Volunteer 2019
ASIA-PACIFIC ROBOCON

- Enhanced working relationships by participating in team-building activities.
- Prepared range of written communications, documents and reports.