

The JIS has four main divisions, which are as follows:

- Direction and Management Division comprises the office of the Chief Executive Officer (CEO), who is responsible for providing leadership and the strategic direction for the Agency. The Director/Chief State Liaison, the Internal Audit Unit and Special Projects Units fall within this division.
- Corporate Services Division is headed by the Director of Administration and Human Resources. The Corporate Services, Finance, Human Resources, and Computer Services Departments fall within this division. This division co-ordinates the Agency's internal activities, formulates policies and procedures, and implements strategies geared at improving the corporate profile of the Agency.
- Production Division consists of the main revenue generating departments which include Radio, Television, Editorial & Photography, and Research & Publications which are responsible for media, advertising and information output.
- Public Relations and Business Development Division executes public education, publicity and communication programmes on behalf of the Government and other clients. This division consists of the Public Relations Department, Business Development Unit, Regional and Overseas Offices.