



THE UNIVERSITY OF ZAMBIA JOB OPPORTUNITY

JOB TITLE: DEPUTY VICE-CHANCELLOR

The Council of the University of Zambia (UNZA) intends to appoint a Deputy Vice-Chancellor as soon as possible. The Council therefore invites applications from qualified and experienced Zambians for the position of Deputy Vice-Chancellor.

THE UNIVERSITY OF ZAMBIA

The University of Zambia consists of two campuses, the main one being on the Great East Road, about nine kilometres from the Lusaka City Centre on about 290 hectares of land. The second campus, the Ridgeway Campus, is adjacent to the University Teaching Hospital with some facilities within the Hospital grounds. The university has thirteen schools, three institutes and three directorates. It has a teaching and research faculty of about 900 and an enrolment of more than 21,000 students in undergraduate, postgraduate, distance education and parallel programmes. The total staff complement is about 2200. The University's programmes and activities are driven by its motto of "Service and Excellence".

MAIN ACCOUNTABILITIES

Reporting to and deputising the Vice-Chancellor, this is a key position in the University's central administration, playing a pivotal role in the development, direction, management, and implementation of the University's strategic and corporate plans. The incumbent will be responsible for:

1. Working with the Vice-Chancellor and colleagues to develop and successfully deliver an ambitious strategy for the University, achieving the agreed strategic goals;
2. Working with the Vice-Chancellor to develop institutional and professional capacities to enhance provision of quality and relevant university education and training (including Continuous Professional Development) in such areas as the social and natural and applied sciences;
3. Implementing strategies aimed at expanding the capacity and provision of postgraduate training to meet the National economic and development programmes;
4. Spearheading and coordinating the implementation of undergraduate and postgraduate academic programmes aimed at providing opportunities for life long learning at all categories of people;
5. Representing the UNZA at international forums, promoting academic programmes and fostering a network of relationships with other higher educational institutions worldwide;
6. Monitoring the implementation of the Strategic Plan with regard to the academic, research and consultancy programmes to ensure achievement of the intended short and long-term goals;
7. Leading periodic reviews of academic and organisational structures;
8. Ensuring that comprehensive reports are publicised in order to inform both local and international communities about the University and the activities in its faculties;
9. Promoting collaboration with all stakeholders, especially the Government, alumni, local communities, cooperating partners and the private sector for financial and other support and ensuring existence and sustained positive relationships between the UNZA and the communities concerned;
10. Coordinating consultancy and the activities of Deans, Directors and Heads of Department;
11. Promoting business development activities for the University.

QUALIFICATIONS AND EXPERIENCE

The University Council seeks an individual with:

1. Grade Twelve (12) Certificate or its equivalent;
2. Bachelor's degree;
3. Master's degree;
4. PhD (earned doctorate) or equivalent professional degree;
5. At least fifteen (15) years relevant post-qualifying experience in university education or equivalent institution, with a distinguished track record of successful senior management experience in higher education and/or a relevant corporate institutions;
6. A strong record of academic leadership and personal achievement in both teaching and research;
7. A strategic thinking capability with excellent and proven leadership skills, including the ability to inspire, motivate and challenge colleagues; bring about potentially unpopular but necessary change and maintain momentum in working towards agreed goals;
8. Experience in financial management, investment, business, budgeting, immediate and long term planning;
9. Experience in resource mobilization;
10. A high level of energy, drive and initiative;
11. The emotional stability and ability to balance the requirements of different stakeholders of the University;
12. Must not have any criminal record.

TENURE

The appointment of the Deputy Vice-Chancellor shall be for a period of four (4) years but the incumbent shall be eligible for re-appointment for a further term of four (4) years.

A competitive remuneration package shall be offered to the successful candidate.

APPLICATION PROCESS

All applications will be treated in strictest confidence and should comprise a CV, copies of qualifications and such other material as the applicant may wish to submit. The CV must give full personal particulars including full name, place and date of birth, qualifications, employment and experience, date of availability, telephone number, e-mail address, names and addresses of three professional referees. Applications marked "DVC 2019" should be addressed to:

The Secretary of the Search Committee

Office of the Registrar

The University of Zambia

Great East Road Campus

P O Box 32379

Lusaka

Zambia

Tel/fax: +260-1-251593

Email: searchcommittee@unza.zm

CLOSING DATE

The Closing date for receipt of applications is Friday, 8th November 2019.

The University of Zambia is an equal opportunity Employer