

UNIVERSITY OF SOUTH AFRICA

COLLEGE OF ACCOUNTING SCIENCES

SCHOOL OF ACCOUNTANCY CHAIR OF THE DEPARTMENT: FINANCIAL ACCOUNTING

(REF: CAS/AH/CoD/FIN ACCOUNTING/AH/ 85/ 2018)

CHAIR OF DEPARTMENT: FINANCIAL ACCOUNTING

Unisa is a publicly funded Higher Education Institution in South Africa dedicated to distance education. In keeping with its mandate as a Comprehensive, Open, Distance and e- Learning (ODEL) Institution offering a variety of academic and career-focused programmes, Unisa invites applications for the position of Chair of the Department in **the COLLEGE OF ACCOUNTING SCIENCES**.

To be considered for a position applicants must meet all the generic requirements plus the specific requirements as stated for the position. If found suitable for appointment, Unisa may offer an applicant a position at a level other than the level that was applied for. Furthermore, Unisa reserves the right to offer the applicant a contract appointment.

THE INCUMBENT WILL BE SECONDED TO THE POSITION OF CHAIR OF DEPARTMENT WHICH IS A TERM APPOINTMENT FOR A PERIOD OF THREE YEARS.

The Chair of Department (CoD) is accountable for the provision of strong academic leadership in line with the vision, mission, values, principles and codes of practice of UNISA, as well as its Strategic Plan. Through effective leadership, management and development of the department, the achievement and maintenance of the highest possible standards of excellence in all activities of the department must be ensured.

Applicants are required to indicate in detail on their CV's to what extent their qualifications and experience meet the requirements of the post as set out below. Kindly note, applicants should include a full length CV.

Requirements for the Chair of Department position:

- Applicable qualification in the field of Accounting Sciences at NQF level 10 (e.g. PhD degree) or at NQF level 9 (e.g. MPhil degree) and CA(SA) designation
- Five years experience in successful teaching and scholarship at a senior level
- Demonstrated ability to engage in research and/or successful supervision of Master's or Doctoral students
- Ability to develop a strategic vision and mission for the Department
- Leadership and management competencies
- Ability to provide innovative leadership in initiating, developing and reviewing academic programmes
- Ability to lead and manage a diverse group of academics and programmes in the Department
- Demonstrate competencies and skills in change management and transformation in the Department

Recommendations:

- Evidence of involvement in community engagement will be a strong recommendation
- Evidence of involvement in the national and international wider academic community and professional associations
- Knowledge of current ODeL practices including tuition and learner support
- Knowledge of the general higher education sector
- Experience in liaising with external stakeholders

Post specific requirements for Professor:

- Applicable qualification at NQF level 10
- Must have at least five years teaching or applicable practical experience

- Demonstrate research capabilities
- Good theoretical knowledge of the discipline
- Excellent communication skills

Recommendations:

- A Chartered Accountant or Registered Auditor (SAICA or IRBA registration)
- Supervision of Master's or Doctoral candidates to completion
- Have a NRF rating
- Experience with teaching in an Open Distance e-Learning environment
- Any evidence of student or peer evaluation from previous institutions

http://www.unisa.ac.za/static/corporate_web/Content/About/Service%20departments/HR/vacancies/docs/Professor_Mar2016.pdf

Post specific requirements for Associate Professor:

- Applicable qualification at NQF level 10
- Must have at least four years teaching or applicable practical experience
- Demonstrated research capabilities
- Good theoretical knowledge of the discipline
- Excellent communication skills

Recommendations:

- A Chartered Accountant or Registered Auditor (SAICA or IRBA registration)
- Experience of postgraduate leadership
- Experience with teaching in an Open Distance e-Learning environment
- Any evidence of student or peer evaluation from previous institutions

http://www.unisa.ac.za/static/corporate_web/Content/About/Service%20departments/HR/vacancies/docs/AssociateProfessor_Mar2016.pdf

Post specific requirements for Senior Lecturer:

- Applicable qualification at NQF level 9 for an academic area (e.g., MPhil, Master's Degree either through coursework or research) plus CA(SA); or
In the absence of a CA(SA) an applicable qualification at NQF level 10
- Three years applicable practical experience (e.g. traineeship or a minimum of three years of discipline related work experience)
- Good theoretical knowledge of the discipline
- Excellent communication skills

Knowledge, skills and abilities for the Chair of Department position

- An excellent knowledge of tertiary education institutions and their activities
- An excellent knowledge of University structures, procedures and policies
- Diplomacy/liaison and excellent interpersonal skills
- Ability to work under pressure
- Ability to take initiative
- Ability to maintain confidentiality
- Proven leadership skills
- Proven managerial skills

Duties

The key performance areas for the Chair of Department are the following:

- Provide leadership that demonstrates the values of UNISA

- Develop and implements Strategic and Operational Plans for the department that is in line with those of the College and Unisa
- Provides leadership and oversight of tuition in the department, which supports the Vision and Mission of Unisa
- Provides leadership and oversight of research in the department, which supports the Vision and Mission of Unisa
- Provides leadership and oversight of community engagement in the department, which supports the Vision and Mission of Unisa
- Manages resource in the department
- Demonstrates academic citizenship

Shortlisted candidates will be expected to give a 10-minute presentation on a topic that will be provided

Assumption of duty : As soon as possible
Allowance : Remuneration is commensurate with the seniority of the position
Enquiries : 012 429 2701/2028 (Ms AL Hoberg/ Mr RT Wheeler)
Closing Date : **16 March 2018**

Your application form:

http://www.unisa.ac.za/static/corporate_web/Content/About/Service%20departments/HR/documents/ApplicationPermanentAcademic_Mar2016.doc must be accompanied by a COMPREHENSIVE CURRICULUM VITAE and;

- identity document (*including passport, work permit, permanent residence permit or proof of naturalization if applicable*) (certified copies within the previous six months)
- all educational qualifications (certified copies within the previous six months)
- academic transcripts/records (certified copies within the previous six months)
- proof of SAQA verification for foreign qualifications (*if applicable*) (certified copies within the previous six months)
- UNISA reserves the right to authenticate all qualifications without any further consent from the applicant
- The contact details of **three contactable references** must be provided, one of which must be from your present employer excluding your current line manager if you are an internal Unisa applicant
- Unisa is not obliged to fill an advertised position
- *Appointments will be made in accordance with Unisa's Employment Equity Plan and other applicable legislation*

All applicants will be expected to submit a Portfolio of Evidence which addresses the following:

Teaching and Learning

Unisa is a comprehensive ODeL institution and the teaching and learning must be evaluated in this context. Central to teaching and learning is a student-centred approach and this must also be considered.

It is acknowledged that the assessment of teaching is a difficult task since it is often difficult to quantify. All candidates that apply for the position should submit their **teaching statement**, which should address the following aspects where applicable:

- Involvement in or approach to EDUCATION
- Approach to fostering a learner-centred approach and EDUCATION pedagogy
- Involvement in developing study material
- The extent to which the candidate has used a virtual learning platform (VLE e.g. *myUnisa*)
- Pass, success and throughput rates in the modules the candidate has taught and methods to improve these rates
- Peer and student evaluations
- Approach to learner support

Research and Innovation

- Candidates being considered for appointment who are currently employed within the academic or research environment, should submit a portfolio of research evidence **OR** evidence of NRF rating



- **We welcome applications from Persons with Disabilities**

ACTIVITY:



- Applications must be posted to Unisa, HR: College of Accounting Sciences, AJH van der Walt Building, Room 2 - 105, Muckleneuk Campus, PO Box 392, Unisarand, 0003
- **Hand delivered applications can be deposited into the Application Box (marked COLLEGE OF ACCOUNTING SCIENCES) situated at Muckleneuk Campus: AJH van der Walt Building, Main Entrance**



- **Applications which are posted in the wrong application box will not be considered**
- **Applications via email will not be considered**
- **Late, incomplete and incorrect applications will not be considered**

Correspondence will be limited to short-listed candidates only. If you have not been contacted within two months after closing date of this advertisement, please accept that your application was not successful.