

ADVERTISEMENT
UNIVERSITY OF SOUTH AFRICA

GRADUATE SCHOOL OF BUSINESS LEADERSHIP (SBL)
ACADEMIC DIRECTOR
(MIDRAND CAMPUS)
(Ref. SBL/AD/P4/2018)

5 YEAR FIXED-TERM CONTRACT

The Academic Director is responsible for planning, directing and co-ordinating the School's teaching and learning, research, community engagement and formal programme delivery activities. The incumbent takes responsibility for quality assurance of all programmes and the efficient and effective course development, delivery and research. The position plays a pivotal role in the financial and academic sustainability of the SBL.

Requirements

Qualification & Experience

- A relevant doctoral qualification
- Ten (10) years' experience in higher education **and** of which a minimum of five (5) years must have been in academic leadership and management.
- Knowledge of higher education regulations, policies and procedures
- Commercial/corporate business experience will serve as a recommendation

Attributes & Skills

- Demonstrated academic leadership
- Excellent communication and presentation skills
- Professional writing skills and ability to write reports
- Computer literacy – MS Office
- Strategic planning, financial & reporting and people management skills
- Out-of-hours availability
- Availability to travel nationally and internationally

Key Performance Areas

- Leadership, Governance, Management and Culture
- Financial Stewardship and Sustainability
- Stakeholder Focus
- People Focus
- Operational Excellence

A work-related assessment or psychometric assessment may be conducted

Closing Date	:	31 August 2018
Salary	:	Remuneration is commensurate with the seniority of the position
Assumption of Duty	:	As soon as possible
Enquiries	:	(012) 429 4725 (Ms Ingrid Majosi) (011) 652 0314 (Dr William Senoamadi)

The completed prescribed application form must be accompanied BY COMPREHENSIVE CURRICULUM VITAE and ORIGINAL certified copies (within the previous three months) of:

- all educational qualifications;
 - academic transcripts/records;
 - identity document; and
 - proof of SAQA verification of foreign qualifications.
- The detailed advertisement together with the prescribed application form can be found on the Unisa website (www.unisa.ac.za). Applications may be hand delivered and deposited into dedicated Job Application Boxes at the SBL in Midrand and at the OR Tambo Building at UNISA in Pretoria, 3rd Floor. Alternatively applications may be couriered to the Unisa SBL, Room 4-35, Cnr Janadel and Alexander Avenues, Midrand, South Africa. All applications must indicate the Reference number.
 - 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. Should you currently not be employed, a contactable reference from your previous employer must be provided.
 - UNISA is not obliged to fill an advertised position.
 - Late, incomplete and incorrect applications will not be considered.
 - *Appointments will be made in accordance with Unisa's Employment Equity Plan and other applicable legislation.*

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