

**COLLEGE OF ACCOUNTING SCIENCES**

**SCHOOL OF APPLIED ACCOUNTANCY**

**CHAIR OF DEPARTMENT: FINANCIAL GOVERNANCE**

**(Ref: CAS/COD/FG/BM11-2025)**

**A CANDIDATE WILL BE APPOINTED IN A SUBSTANTIVE POSITION, EITHER AS AN ASSOCIATE PROFESSOR OR SENIOR LECTURER, AND WILL BE SECONDED TO THE POSITION OF CHAIR OF DEPARTMENT**

UNISA is a publicly funded Institution in South Africa dedicated to distance education. In keeping with its mandate as a comprehensive, open and distance learning tertiary institution offering a variety of academic and career-focused programmes, the University is inviting applications for a position 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 appointment in a position at a level commensurate with qualifications and experience.**

**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
- Have a professional qualification and registration CA(SA), ACCA or CIMA
- A minimum 6 years relevant experience in higher education and academia; and/or relevant industry based or commercial experience with at least two (2) years management experience in an academic leadership role
- Leadership and/or management experience
- Demonstrated ability to engage in research and/or successful supervision of Masters or Doctoral studies.
- Evidence of leadership involvement in engaged scholarship project
- Evidence of involvement in the national wider academic community and professional associations.
- Ability to develop a strategic vision and mission for the department
- Knowledge of current Comprehensive Open Distance electronic Learning (CODEL) practices including tuition and learner support
- Knowledge of the DHET policies and general higher education sector
- 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
- Provide guidance, intellectual stimulus and professional leadership to staff
- Demonstrated competencies and skills in change management and transformation in the department
- Proven experience in liaising with external stakeholders
- Extensive evidence of a high degree of involvement in departmental, school, college and University committees including task teams and voluntary associations

**Knowledge and skills:**

- A good knowledge of the South African higher education sector.
- A good knowledge of UNISA structure, procedures and policies
- Ability to work under pressure
- Knowledge and experience in CODEL teaching and learning
- Ability to maintain confidentiality
- Ability to take strategic initiatives

- Ability to use CODEL platforms and associated technological tools
- Supervisory and solution-driven mindset
- Ability to engage stakeholders
- Basic knowledge of contract management, principles and practices
- Basic knowledge of budgeting, financial principles and practices
- Basic knowledge of project management, principles and practices
- Knowledge of applicable software and systems utilized in daily operations
- Basic proficiency in applicable digital equipment
- Understanding of adult learning theory and practice, current and emerging educational technologies
- Ability to take decisions even in difficult situations

#### **KEY PERFORMANCE AREAS:**

- Provides leadership that demonstrates the values of UNISA namely, ethical and collective responsibility; integrity; innovation and excellence; responsive student-centredness; dignity in diversity and accountability
- Develops and implements strategic and operational plans for the department that is in line with those of the school, college and UNISA
- Provides leadership and oversight of tuition in the department in line with the vision and mission of UNISA
- Provides leadership and oversight of research and innovation in the department in line with the vision and mission of UNISA
- Provides leadership and oversight of engaged scholarship in the department in line with the vision and mission of UNISA
- Manages resources in the department in line with the university policies and procedures, i.e., human resources, financial resources as well as infrastructure and equipment
- Provides leadership and oversight on academic citizenship in the department in line with the vision and mission of UNISA

#### **Duties**

- The incumbent in collaboration with the School Director and college management will establish the vision and goals, and oversee the work plans for the departments eLearning program
- Supports the development of strategic offerings/initiatives, related policies and procedures, program promotion and ensures compliance with accessibility regulations
- Planning, implementing and managing the online course development process including department training, instructional design and quality course design reviews
- Planning and overseeing the implementation of department professional development programs relating to best practices in online teaching and other academic initiatives to support student success and completion through the assistance of the Facilitation and Learning department (Centre for Professional Development)
- Overseeing the departments' mentoring program
- Implementing the objectives of the college's operational plan and reporting on the targets
- Implementing the transformation objectives of the college and the institution
- Developing and implementing plans that address accessibility in online instruction, which includes compliance with regulations, support and training in designing accessible course materials, problem-solving to address accommodation requests from students or adaptation of course materials
- Supervising academic, professional, technical/support staff and casual/student workers
- Ensuring the efficient management and administration of the Department, including the effective utilisation of staff, the maintenance of discipline, the promotion of sound labour relations and the proper use and care for Unisa property
- Researching, developing and facilitating quality training opportunities for new and continuing use of technology in instruction
- Researching and implementing new instructional strategies to remain competitive in the delivery of education
- Researching emerging technologies and their application to teaching and learning
- Planning, managing budgets and evaluating projects and productions for the Department of Higher Education and Training (DHET) ensuring the integration of activities with the departments' online and operational functions

#### **Recommendations:**

- Evidence of involvement in the national and international wider academic community and professional associations
- Evidence of fluency in the use of online delivery platforms
- Completed assessor training
- Knowledge of the Higher Education Qualification Sub-Framework (HEQsF)
- Exposure to and/or experience in Open Distance eLearning
- Any evidence of student or peer evaluation from another institution will be an advantage

- Experience in high-level liaison with external stakeholders, interested parties and professional bodies

**ACTIVITY:**

- **OPEN THE LINK BELOW FOR MORE INFORMATION ON APPOINTMENT CRITERIA:**

[Department of Financial Governance - COD AP-SL .pdf](#)

**Shortlisted candidates will be requested to make a 10 minutes presentation on a topic to be provided.**

**Assumption of duty** : As soon as possible  
**Allowance** : Remuneration is commensurate with the seniority of the position  
**Enquiries** : **Ms B Mocumi**: 012 429 2582  
**Closing Date** : **10 October 2025**

You can find the application form on this link: [Permanent Academic Application form 2025 \(1\).doc](#)

**Your application form must be accompanied by a COMPREHENSIVE CURRICULUM VITAE and;**

- identity document (*including passport, work permit, permanent residence permit or proof of nationalisation 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)
  - **for ACADEMIC POSITIONS** a teaching statement (refer to page 1 of advertisement).
- 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.
  - Late, incomplete and incorrect applications will not be considered.
  - 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(s).*



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



**NB:** Applications must be submitted to the following **Email Address:** [cas1pa@unisa.ac.za](mailto:cas1pa@unisa.ac.za) indicate the name of the relevant College and/or Department, the position applied for and the reference number of the position. If you apply for more than one position, each application must be sent separately.



**All applications should be emailed before 16h00 on the closing date.**

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