

ORGANISATIONAL REDESIGN

TASK LIST - INDEPENDENT CONTRACTOR: ACADEMIC CONSULTANT
(R1200 per hour; maximum R600k)
Duration: 01 April – 30 November 2026

1. EXTERNAL BENCHMARKING AND COMPARATIVE ANALYSIS

- Conduct benchmarking with local and international universities to compare academic structures and staffing norms.
- Identify best-practice structural patterns for Colleges relevant to UNISA's Comprehensive ODeL context.
- Analyse best practice PQM portfolios, workload models and structural frameworks.
- Provide a summary of sector alignment or divergence to guide restructuring.

2. STRUCTURE REQUIREMENTS TO ENABLE ACADEMIC DELIVERY

- Evaluate structures to enable qualification delivery within departments, schools and respective colleges.
- Assess whether departments meet criteria including size consonant with student numbers.
- Map academic functions to ensure structures support all core academic activities.

3. STRUCTURE, CAPACITY AND ACADEMIC WORKFORCE

- Analyse structures relative to teaching, research and supervision loads.
- Recommend academic, professional and administrative staffing distributions within each of the Colleges.
- Work with the Teaching Input Unit (TIU) model across all Colleges.
- Identify areas of shortage or surplus arising from structural changes.
- Assess distribution and efficiency of administrative support positions.

4. FINANCIAL AND RESOURCE MODELLING

- Conduct high-level modelling of staffing and operational costs.
- Evaluate resource equity and identify imbalances across departments and Colleges.
- Recommend cost-effective structural options that maintain academic quality.

5. CHANGE MANAGEMENT AND STAKEHOLDER ENGAGEMENT

- Participate in consultations and engagements with academic stakeholders.
- Interpret structural proposals for academic audiences.
- Support targeted communication and change readiness strategies.

ACCOUNTABLE TO:

Director: Organisation Development and HRIS (Department Human Resources)

QUALIFICATIONS AND EXPERIENCE

Minimum qualification: A Doctoral degree.

AND

A minimum of 10 years' relevant experience, including academic planning.

KEY SKILLS AND COMPETENCIES

To perform effectively in the role, the incumbent will at least need the following:

- Effective conflict handling
- Accuracy and detail oriented
- Ability to work under pressure
- Deadline driven
- Ability to work with others and takes initiative
- Problem solving skills
- Logical, critical and innovative thinking
- High level of objectivity
- High ethical standards
- Purpose and values driven work ethic
- Ability to maintain high confidentiality
- Computer and numeracy skills (Powerpoint, Excel, ability to analyse data, strong numeracy skills)

Closing date: 24 March 2026

Please send your comprehensive CV to Mmabatho Nkoane @ ncubemp@unisa.ac.za

//ENDS.