

MIDLANDS STATE UNIVERSITY



VACANCIES NOTICE

POST 1

PRO-VICE CHANCELLOR ACADEMIC AFFAIRS

The Council of the Midlands State University invites applications to fill the post of Pro-Vice Chancellor Academic Affairs. Reporting to the Vice-Chancellor, the position is strategic for the attainment of the University's mission and goals.

The post requires an individual of personal and professional integrity, with a distinguished record of accomplishment in higher education or related professional field. The successful candidate will be responsible for initiating, recommending, implementing and monitoring policies, systems and procedures relating to the University's Academic thrust and any other functions delegated by the Vice Chancellor.

Alongside operating a multi-campus system, the university is implementing the Heritage Based Education 5.0 which encompasses Teaching, Research, Community Service, Innovation and Industrialisation in line with the Ministry of Higher and Tertiary Education, Innovation, Science and Technology Development's new educational philosophy. Thus the post calls for a versatile and knowledgeable education administrator with proven sound leadership skills on academic issues.

Key Performance Areas

- Assisting the Vice Chancellor on academic matters including implementation of Education 5.0
- Responsible for development and implementation of academic plans, policies, regulations and ordinances
- Experience in supervising postgraduate studies and in developing academic programmes
- Development of academic programmes which are responsive to the socio-economic development needs of Zimbabwe
- Ensuring that the academic function of the University embraces use of Information Communication Technologies for teaching and learning
- Promotion of academic linkage programmes and partnerships with other institutions, organisations and communities

- Curriculum development and review of teaching and learning programmes in line with the Ministry vision of implementing a Heritage Based Education 5.0
- Quality assurance in its wider sense which incorporates governance/ management, infrastructure, quality of student experience, and community engagement, while ensuring internal compliance with national and international standards and directions
- Overseeing the Student Affairs Division;
- Internationalisation of student and staff recruitment, which is an integral part of a modern University
- Governance and compliance with regulations and laws

Key Competencies and Attributes

The appointee:

- must demonstrate a predisposition to embrace the Midlands State University training and teaching philosophy and methodology of the modular and semester system, innovation, entrepreneurship and work-related learning;
- should possess quality assurance skills to manage both administrative and academic processes of the University;
- must develop and implement quality assurance systems for the university that meets both local and international standards;
- must have excellent communication and interpersonal skills;
- should play a pivotal role in implementing a Heritage Based Education 5.0 for the modernisation and industrialisation of the economy;
- should coordinate academic and co-curricular programmes and activities among faculties, institutes and schools for a seamless implementation of the University's Strategic Plan;
- should be able to monitor and evaluate the university academic processes, and oversee policy implementation for marketing of the university's academic, teaching and learning programmes; and
- should have the ability to chair the university's committee meetings and perform other roles as may be assigned by the Vice Chancellor.

Qualifications and Experience

- At least an earned doctorate (PhD/DPhil) or equivalent
- Full or Associate Professorship
- Proven track record of at least ten years' experience in the higher education sector of which 5 years should be at management level, that is, Dean, Director level or better.

CONDITIONS OF SERVICE

Medical Aid, Leave and Pension Benefits are offered. More details including salary, benefits and other conditions of service will be communicated to the successful candidates.

APPLICATIONS

Applications will be treated in strictest confidence. Applicants must submit an electronic application in a single pdf file which should include ***copies of Birth, ID and Academic Certificates and an updated Curriculum Vitae*** giving full personal particulars including full names, place and date of birth, qualifications, experience, present salary, date of availability, contact details, ***names and email addresses of three (3) contactable referees.***

Hard copy applications should be clearly marked “Pro-Vice Chancellor Academic Affairs Post” and addressed to:

The Registrar
Midlands State University
P Bag 9055
GWERU

For the electronic version, please send to registrar@staff.msu.ac.zw

The closing date for receipt of applications is 10 June 2022.

NB: Applicants who responded to the previous advert need not apply.

It must be noted that Midlands State University is an equal opportunities employer. In the interest of promoting gender parity, female candidates are encouraged to apply.

POST 2

PRO VICE CHANCELLOR INFRASTRUCTURE AND CAMPUS DEVELOPMENT

The Pro-Vice Chancellor Infrastructure and Campus Development is responsible for initiating, recommending, implementing, and monitoring policies, systems and procedures in the area of university infrastructure and campus development.

Reporting to the Vice Chancellor, the appointee will be a member of the Senior Management team responsible for infrastructure development, campus planning, strategic partnerships, space and facilities management, as well as health, safety and environment management of the University.

Duties and Responsibilities

The appointee will be required to:

- provide leadership in Infrastructure development and campus management;
- develop infrastructure and plan for campus development;
- facilitate, supervise and develop strategic partnerships;
- develop and oversee implementation of strategies in enhancing the campus and facilities management as well as health, safety and environment to meet the developing needs of the University;
- plan and lead the capital/special projects in connection with campus development and facilities management;
- foster a smart and sustainable campus ambience embedding health and safety protection of students and staff;
- mobilise financial and human capital as well as technology resources and other resources for the University;
- drive and implement Education 5.0 technologically relevant infrastructure across campuses;
- oversee maintenance of all premises under the ownership of the University;
- oversee campus planning and development in the regions where MSU has presence;
- ensure internal compliance with national and international quality standards;
- set up corporate governance and compliance issues, risk identification and management for the University campuses and facilities;
- set up business management systems that comply with best practices on campus development and management;
- lead in annual plans, strategic plans and budgets for Infrastructure and campus development; and
- perform any other duties as may be assigned by the Vice Chancellor.

Academic Qualifications

The Pro-Vice Chancellor Infrastructure and Campus Development should be a senior scholar who possesses an earned doctoral degree from an accredited institution and demonstrable analytical and business/problem solving skills are essential.

Competences and Experience

The ideal candidate must:

- be a prominent academic with a minimum of ten (10) years of related work experience, of which five (5) years should be at senior management level within a University institution at the level of Dean, Director or better;
- have a proven record of scholarship, research, publications, collaborations, networking and resource mobilisation;
- possess substantial experience in strategic academic planning, policy development, budgeting, and academic personnel administration in a higher education setting;
- experience in financial management, budgeting and ability to create wealth and to assist in the development and implementation of the University business projects;
- have the ability to establish public and private partnerships to foster business engagement;
- have proven track record of successfully developing and executing innovative strategic initiatives and solutions around large-scale properties and exposure to property development;
- have demonstrated capability in planning and execution of sizable capital projects, risk management and innovation, as well as the ability to develop the relevant portfolio in an entrepreneurial manner;
- have knowledge on green initiatives, sustainable development, latest architectural design, best in class building technology and construction methods;
- have knowledge on Government's policies, law and regulations on campus security, health and safety protection, property development, land administration, town planning, housing and construction and building works;
- be a visionary and inspiring leader with a cogent and people-oriented leadership style;
- have ability to effectively interface with different stakeholders including the Government, business and professional sectors; and
- have excellent communication and presentation skills.

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Medical Aid, Leave and Pension Benefits are offered. More details including salary, benefits and other conditions of service will be communicated to the successful candidates.

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