

JOB DESCRIPTION

REFERENCE NUMBER: AP 599

JOB TITLE: Deputy Vice-Chancellor: Academic & Research

LOCATION: Ga-Rankuwa, Gauteng

BACKGROUND TO POSITION: Sefako Makgatho Health Sciences University (SMU) offers professional health sciences training and education in a range of fields through excellence in teaching, learning, innovative research and community engagements. SMU is situated in Ga-Rankuwa (North of Pretoria).

This is a **five-year contract** position.

- KEY PERFORMANCE AREAS:**
- Accountable and provides institutional academic and research leadership in respect of the Schools and the supporting functions to the academic schools, namely:
 - Research and Innovation;
 - Library Services;
 - Centre for University Teaching and Learning;
 - Electron Microscopy function; and
 - Internationalisation
 - Establishing an enabling environment with state of the art facilities and equipment to support the above key portfolios
 - Implementing new and innovative learning methods, supported by teaching
 - Accountable for the Research and innovation function, including developing plans and goals for research capacity growth aligned to the university strategy
 - Ensure the implementation of quality assurance standards/measures to meet both internally set standards and the requirements of external bodies for portfolios reporting to this role;
 - Policy and procedure development and implementation aligned to the SMU mission, vision, values and strategic objectives;
 - Exploring alternative funding opportunities for the core activities of the academic project at the university;

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- Leads the function in community engagement and collaboration, and builds and develops multi-stakeholder partnerships with communities, civil society, government and business
- Leading schools in developing intergraded community engagement projects
- Development and regular review of academic structures for its appropriateness to assist the University in achieving its strategic objectives for the academic project and attracting top academic leadership and staff.
- Develops plans, and goals for internationalisation aligned with University strategy
- Internalize an institutional and performance culture at SMU that supports the implementation of the University mission, vision, values and strategic priorities;
- Re-engineer academic business processes to improve effectiveness and efficiency in the portfolios for this role;
- Lead and inspire staff and provide clear direction through a period of transition;
- Manage transformation to ensure the internalization of an organisational and performance culture that supports the strategic imperatives of SMU;
- Stakeholder relations management and partnerships;
- Generic leadership roles expected of leaders at this level to execute in the governance of the institution and their own span of control, namely people management (including performance management), academic staff learning and development; risk management, SHE management and perform budget/financial asset management;
- Monitoring, evaluation and reporting.
- Perform such duties as the employer may from time to time assign
- Actively create healthy culture of impeccable ethics, sound governance and accountability

INHERENT CRITERIA:

- A Doctoral degree in Health Sciences
- Fifteen (15) years minimum experience in the higher education context is essential, with at least ten (10) years in teaching, learning and research
- Ten (10) years proven experience in an

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- academic leadership capacity
- An outstanding academic with an established research track record and experience in a senior leadership role (Dean/Deputy Dean/Head of Academic Department) in an academic institution or research organization;
- A sound National Research Foundation (NRF) rating will be an advantage
- Understands integrated institutional cultural transformation and organizational alignment;
- Computer skills (MS Office suite)
- Strong interpersonal skills and ethics of teamwork

COMPETENCIES:

- Technical/ professional knowledge and skill
- Strategic and visionary leadership
- Manage complexity and ambiguity, and think strategically under pressure
- Superior interpersonal skills, within excellent communication and presentation skills
- Personal impact, stature and credibility
- High work ethic and standards
- Collaboration and team work
- People management with the ability to inspire, mobilize and empower people of diverse backgrounds to larger scale transformation or innovation
- Build strategic alliances and partnerships
- Emotional intelligence and political sensitivity
- Management of transformation and change management
- Decision-making and problem solving in the face of ambiguous, uncertain and conflicting situations
- Team player

APPLICATION REQUIREMENTS:

Candidates will need to provide:

- A full curriculum vitae
- An abbreviated (no more than two pages) curriculum vitae
- A self-evaluation of your suitability for appointment
- Your vision for the portfolio
- The names and contact details of at least three referees (provided that the University reserves the right to appoint and consult its own referees)

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- An indication in writing that you accept the applicable Appointment Regulation and Procedure of the University (this can be a sentence in your cover letter).
- Original Certified copies of all your educational qualifications including your matric / Grade 12 Certificate
- Proof of SAQA verification of foreign qualifications (if applicable)
- Original Certified copy of your ID

To apply please forward your application quoting reference number **AP599** to Genevieve Michel c/o **dvc@talenting.co.za**