



### Vacancy Notice: Pro Vice Chancellor Academic

The Women's University in Africa (WUA) Council is inviting applications for the post of Pro – Vice Chancellor Academic. Reporting to the Vice Chancellor, the position is strategic to the attainment of the university's mission and goals. The university is seeking for an individual of personal and professional integrity with a distinguished record of accomplishment in higher education. **An earned Doctorate (PhD)** and demonstrated analytical and problem solving skills are essential. The incumbent will be responsible for initiating, recommending, implementing and monitoring policies, systems and procedures in the academic and any other functions delegated by the Vice Chancellor.

The position calls for a versatile, respected individual with a proven record in the academia. The individual is expected to provide critical leadership that will assist the university diversify its revenue base so as to strengthen its academic and research funding. The post requires an outstanding academic with at least 10 years working experience in university senior management level.

#### Key Performance Areas

1. Reporting to and working closely with the Vice Chancellor, the PVC will have an oversight of the effective delivery of the university's academic programme including promoting and pursuing excellence in teaching, research and community service.
2. Encouraging academic connectivity and wider engagement with external partners.
3. Champion, develop and oversee the implementation of the university's academic portfolio and research strategy
4. Management responsibility of the academic deans and working closely with academic departments.
5. Part of the senior management team that leads on the development of the strategic direction and policy for the institution.

#### Main Duties and Responsibilities

The successful candidate will be an experienced academic with a proven record of accomplishment in high quality teaching and research. Duties and responsibilities will be:-

##### Strategic leadership of the academic portfolio and research profile

- Accountable for the development, dissemination and implementation of the university's academic development and operational plan and strengthening the university's reputation of teaching excellence.
- Take lead role in the delivery of the university's strategic plan.
- Work with faculties to develop and deliver research and teaching strategies, including procedures for teaching quality assurance and enhancement to ensure high standards in research activity throughout the university.
- Accountable for the strategic oversight of faculties, graduate school and higher degrees drop in center.
- Liaison with statutory and regulatory bodies such as (Zimbabwe Council for Higher Education) ZIMCHE
- Work collaboratively with external networks to influence policy and secure opportunities for innovation in teaching, learning and research.

##### Managerial responsibility for Deans of faculty in line with gender equality mandate

- Ensure strong academic steer into service delivery across areas of support services.
- Sustain, promote and develop the work of academic faculties.

##### Part of the Senior Management Team

- Ensure that equality and diversity is integral to the university strategy, culture and community.
- Encourage creativity and diverse approaches to teams
- Will lead and attend some of the university governance committees.

##### Conditions of Service

- Information on package will be made available to shortlisted candidate.

##### Applications

- Applicants should submit six copies of applications, certified copies of academic and professional qualifications and curriculum vitae giving full particulars including full name, place and date of birth, qualifications, experience, present salary, date of availability, contact details and names and e-mail addresses of three contactable referees addressed to:-

##### The Council Chairperson

c/o The Registrar  
Women's University in Africa  
P. O. box MP 1222  
Mt Pleasant  
Harare, Zimbabwe

Email: [registrar@wua.ac.zw](mailto:registrar@wua.ac.zw)

Website: [www.wua.ac.zw](http://www.wua.ac.zw)

**Equal Opportunities:** The university does not discriminate based on gender however; female applicants are encouraged to apply.