



Kigali, 30/09/2019

REF: VC..1563./2019

## **JOB ADVERTISEMENT (DEADLINE FOR APPLICATIONS IS EXTENDED UNTIL 14<sup>TH</sup> OCTOBER 2019)**

- **PRINCIPAL OF COLLEGE OF BUSINESS AND ECONOMICS**
- **PRINCIPAL OF COLLEGE OF MEDICINE AND HEALTH SCIENCES**
- **PRINCIPAL OF COLLEGE OF ARTS AND SOCIAL SCIENCES**

The University of Rwanda (UR) is a Rwandan public higher learning institution, established by law N° 71/2013 of 10/09/2013 determining its mission, powers, organization and functioning. UR is constituted of six Colleges namely, College of Agriculture, Animal Sciences and Veterinary Medicine (CAVM), College of Arts and Social Sciences (CASS), College of Business and Economics (CBE), College of Education (CE), College of Medicine and Health Sciences (CMHS), and College of Science and Technology (CST). The mission of UR is to deliver quality education and develop innovative teaching and research to contribute to socioeconomic development of the nation, the region and the world. The University also hosts a number of Centres of Excellence including Internet of Things, Energy for Sustainable Development, Data Science, Innovative Teaching of Mathematics and Science, Biomedical Engineering and e-Health, Vaccines, Immunizations and Health Supply Chain Management and Biodiversity and Natural Resources Management.

UR seeks to fill the key positions of Principal of the College of Arts and Social Sciences, College of Business and Economics, and College of Medicine and Health Sciences. The Colleges are structured into Schools, Centres, and Departments delivering general and professional training as well as carrying out research across disciplines. These Colleges are a critical part of UR's profile and reach as a University and as such we are seeking exceptional individuals to lead the teaching, research and service in these areas.

The Principal is a member of the Senior Management Council in the University and the post-holder is expected to be a leader in academia, with excellent people management skills, and a genuine commitment to the development of students and staff.

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Eligible applicants should demonstrate:

- 1) Academic achievement and hold a PhD in one of the fields relevant to the College for which application is made. **However, for the Principal of College of Medicine and Health Sciences clinicians with a higher specialist qualification who may not have a PhD are strongly encouraged to apply.**
- 2) Evidence of at least 3 years' effective teamwork, leadership and management at a senior level in a higher education institution
- 3) Capacity to initiate innovations to ensure a vibrant and competitive College
- 4) Teaching experience of at least 4 years in one of the disciplines of the College
- 5) Commitment to partnerships and entrepreneurship
- 6) Evidence of success in securing grant funding
- 7) Evidence of capacity building and a commitment to professional development
- 8) Evidence of involvement in research postgraduate training through publications in peer reviewed journals and successful postgraduate supervision
- 9) Commitment to building scholarship in teaching, learning and assessment

### **Job Description**

Reporting to the Office of the Vice Chancellor, the Principal as head of the College is responsible to Senate and through the Offices of the Deputy Vice Chancellors for promoting and maintaining academic management excellence, efficiency and effectiveness in the College. S/he is responsible to the Vice Chancellor for:

- a. Maintaining close liaison with the Offices of the Vice Chancellor and the Deputy Vice Chancellors
  - b. Creating a conducive and collegial environment for personal growth of staff
  - c. Establishing an environment in which students learn effectively, staff teach and research effectively, and administrative staff work efficiently
  - d. Providing leadership geared at achieving academic objectives of that College within agreed timeframes and budgets
  - e. Taking a lead in the identification, mobilization and distribution of teaching, learning and research resources
  - f. Ensuring that senior managers and all staff carry out their duties effectively and efficiently and are held accountable for their activities
  - g. Developing new curricula and reviewing existing ones to ensure that the right degree programmes produce graduates with the right skills and competences for employment in today's and future job-markets.
  - h. Modeling the values, attitudes and behaviors of a quality leader, manager and academic
  - i. Fostering cross-disciplinary partnerships in the University
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- j. Marketing the College by giving it visibility through interaction with industry, the public sector, the donor community and the wider world
- k. Overseeing that teaching, learning, research, consultancy and admission standards are maintained at the highest level
- l. Effectively managing time when chairing meetings and committees
- m. Attending University meetings and carrying out other assignments delegated to her/him by the Vice Chancellor.

A competitive salary on the Rwandan market plus a package of fringe benefits commensurate with the position of Principal will be provided to the successful applicant in keeping with the University of Rwanda structure.

Rwandan citizens and women are encouraged to apply.

### **Mode of Application**

- (i) Interested individuals from both within and outside UR should submit a letter of application accompanied with a Curriculum Vitae, and copies of relevant academic credentials.
- (ii) Applicants should forward references from three referees, one of whom must be of international standing from a country other than the one the applicant is applying from. Referees should assess applicants against the eligibility criteria and duties listed above.
- (iii) **The deadline for submission of applications is extended until 14<sup>th</sup> October 2019 at 6:00 pm local time.**
- (iv) Applications should be submitted to:

**Office of the Vice Chancellor  
University of Rwanda, Head Office  
6<sup>th</sup> Floor UR-CBE Learning Complex  
KK 373 st, Gikondo  
P.O. Box 4285 Kigali, Rwanda,**

Or by email with subject heading 'Confidential Principal Application' to [vc@ur.ac.rw](mailto:vc@ur.ac.rw).

