



# MULUNGUSHI UNIVERSITY

## COUNCIL OFFICE

### VACANCY ANNOUNCEMENT: POSITION - VICE CHANCELLOR

The Council of Mulungushi University through the Search Committee invites applications from suitably qualified candidates for the position of Vice-Chancellor.

#### 1.0 ABOUT THE UNIVERSITY

Mulungushi University, which has distinguished itself as a Responsible, Accountable, Relevant, Ethical (RARE) value-based Centre of Excellence, was established by the Government of the Republic of Zambia in January 2008. It consists of three (3) campuses - main campus situated 26 km from Kabwe along the Great North Road, with a serene environment by the banks of Mulungushi River, the second campus is located in the heart of Kabwe and the third campus is situated in Livingstone.

Mulungushi University is a new model of a Public university in the development of higher education in Zambia. As a Public institution of higher learning, it is required to contribute to skilled human resource needs of Zambia. Although a public institution, it is expected to be financially self-sustaining.

On behalf of the University Council, the Search Committee invites applications from suitably qualified individuals for the position of Vice-Chancellor.

The Vice-Chancellor should be a visionary leader and an astute academic innovator. S/He should have strong management skills with deep understanding and commitment to the vision, mission and values of the University.

#### 2.0 VICE-CHANCELLOR

##### (a) Job Purpose

Reporting to the University Council, the Vice-Chancellor is responsible for strategic leadership in academic, administrative and financial management of the institution in attaining its role in the country's economic, social and cultural growth and development through teaching, research, public service and innovation. As the Chief Executive Officer, the Vice-Chancellor is the face of the University. In the absence of the Chancellor, the Vice-Chancellor presides at the ceremonial assemblies of

the University and confers all degrees and other academic titles and distinctions of the University.

**(b) Main Functions**

The Vice-Chancellor shall lead the development of the University's strategic goals, frameworks and policies including the following:

- Implementing the University growth and development plans
- Supporting the country's human capital development
- Promoting good labour relations within the University
- Providing direct oversight of day to day operations of the core academic activities
- Ensuring educational quality assurance and compliance
- Mobilizing resources and providing leadership for their effective and efficient use.
- Having oversight on student service, welfare and academic support
- Creating and maintaining networks with partners
- Developing and building partnerships with other Universities, government and non-governmental organizations as well as, bilateral and multilateral donor communities
- Setting a tone for institutional integrity, transparency and high performance driven culture in the University

**(c) Qualifications and Experience**

- Grade 12 certificate (**with five O levels of credits or better**) or its equivalent.
- Holder of authenticated earned PhD or requisite professional qualification, Masters and Bachelor's, Degrees from accredited and recognized Universities.
- A globally renowned scholar who must have attained at least the rank of Associate Professor or an individual of equivalent stature.
- Accomplished record of scholarly work, research, teaching and public service.
- Knowledge and experience of University systems.
- Have a minimum of ten (10) years experience at senior management level of at least Head of faculty or Director in a University or similar institution.
- Experience in administrative and financial management.
- Demonstrable ability to create networks with internal and external stakeholders.
- Experience in strategic planning and management
- Demonstrable experience in **resource mobilization**.
- Demonstrable track record of community service
- Functional ICT literacy

**(d) Key Attributes and skills**

- Visionary, with ability to inspire others
- Strong entrepreneurship skills
- Possess high level oral and written communication skills
- Mature, reliable, self-confident and integrity
- Self-motivated and team player
- Transparent, flexible, receptive to change and ability to manage change

**(e) Remuneration**

The University offers a competitive remuneration package for the position.

**(f) Tenure**

The Vice-Chancellor is appointed for an initial period of five (5) years which could be renewed for a similar period, subject to performance.

**3.0 MODE OF APPLICATION**

Candidates meeting the stated requirements are required to submit their applications comprising the following:

- Letter of application
- Latest and detailed curriculum vitae with at least three (03) traceable referees
- Authenticated copies of academic and professional qualifications including a full Grade 12 or equivalent certificate
- Names and addresses of three (3) referees, two (2) of whom must be professional authorities in relevant fields, and one (1) character referee
- Any other relevant information that may assist the Search Committee in determining the suitability of the applicant.

Applications marked “**POSITION OF VICE-CHANCELLOR**” must be addressed to:

The Secretary  
Search Committee  
Mulungushi University  
Great North Road Campus  
P.O. Box 80415  
Kabwe  
**ZAMBIA**

**OR** send to the following email address: [recruitmentvc@mu.ac.zm](mailto:recruitmentvc@mu.ac.zm)

**CLOSING DATE FOR RECEIPT OF APPLICATION IS 07<sup>TH</sup> MAY, 2021**

**N.B** Mulungushi University is an equal opportunity employer. Women candidates are encouraged to apply. The post of Vice Chancellor is open to both eligible Zambians and Non Zambians. Only shortlisted candidates will be contacted. Please visit the Mulungushi University website at [www.mu.ac.zm](http://www.mu.ac.zm)