



TECHNICAL UNIVERSITY OF MOMBASA

ADVERT/ TUM/ARE/001/2018: DECLARATION OF VACANCY FOR THE POSITION OF DEPUTY VICE-CHANCELLOR, ACADEMIC RESEARCH AND EXTENSION (DVC ARE)

The Technical University of Mombasa (TUM) is a fully fledged public technical university in Kenya situated in Mombasa with a student population of approximately 13000 and staff component of 850. The University aspires to increase its academic programmes, students' enrollment and human resource capacity in order to realize its strategic vision of a University of global excellence in advancing knowledge, science and technology.

The Council of the Technical University of Mombasa seeks to recruit an innovative individual with demonstrated high standards of personal and professional integrity as well as exemplary academic and leadership achievement for the position of Deputy Vice-Chancellor, Academic Research and Extension. The Deputy Vice Chancellor shall be the Head of the Academic, Research and Extension Division of the University.

Requirements:-

Any applicant for the position of the The Deputy Vice Chancellor (Academic, Research and Extension) should:

- a) Be an Associate Professor or a Professor and holder of an earned Doctorate degree or equivalent qualification from a University accredited and recognized in Kenya;
- b) Understand the structural, legislative and regulatory framework for administering University Education in Kenya;
- c) Have demonstrable experience in technological education and training, including Technical and Vocational Education and Training (TVET);
- d) Have at least seven (7) years of administrative, academic and research experience at a senior level and possess leadership skills in an academic and/or research institution;
- e) Be registered with, and be active members of professional associations in his/her profession;
- f) Have served at least as a Dean/Director or Deputy Principal of a Constituent University College or a Principal of a School/ Institute/Campus of a University, or in other similar institutions at comparable levels;
- g) Demonstrate leadership and management capacity including knowledge of public financial management and strategic people management;

- h) Be an accomplished scholar with proven track record in formulating and managing academic programmes and supervising and mentoring Master's and Doctorate Students;
- i) Have a proven track record of research and publications in peer reviewed journals, monographs and books;
- j) Demonstrate experience in networking, fundraising and resource mobilization including harnessing research grants;
- k) Demonstrate experience in transformative and strategic leadership; and
- l) Possess high ethical standards, integrity, accountability, professionalism, teamwork and stewardship, and comply with the requirements of Chapter Six of the Constitution of Kenya, 2010.

Core Competencies and Skills

The applicant should possess the following core competencies and skills:

- a) Ability to portray and uphold positive national image and work in a multi-cultural and multi-ethnic environment with sensitivity to and respect for diversity.
- b) Be visionary and result oriented.
- c) Have excellent organizational, interpersonal and communication skills.
- d) Capacity to work under pressure and to meet strict deadlines.
- e) Firmness, fairness, accountability and transparency in management.

Duties and Responsibilities

The Deputy Vice-Chancellor (Academic, Research and Extension) shall be responsible for:

- i. Teaching and training which includes planning for academic programmes, preparation of syllabuses and their regulations, timetables, examinations, certificates and transcripts and graduation, library services, and students' attachment.
- i. Students affairs which include admissions and records, University community welfare (recreational, sports and games), counseling and discipline;
- ii. Academic support services which include library services, co-ordination of the allocation of resources for academic purposes and safety in teaching areas;
- iii. Academic quality assurance that shall include issues such as academic staff and programme appraisals.
- iv. Research, Innovation, and Extension programmes to include planning, mobilisation of resources for research and extension and appraising research proposals.
- v. Establish collaboration with Technical training institutions within and outside the country.
- vi. Chair Senate committees of as set out in the University Statutes

Tenure of Office

The successful candidate shall hold office for a term of five (5) years with the possibility of a further and final term of five (5) years subject to a positive appraisal by the University Council.

How to apply

1. Each application shall be accompanied by detailed curriculum vitae, and certified copies of relevant academic and professional certificates, national identity card or passport, testimonials, and any other relevant supporting documents.
2. Shortlisted candidates will be required to submit valid and current clearances from the following bodies:
 - a. Kenya Revenue Authority;
 - b. Higher Education Loans Board;
 - c. Ethics and Anti-Corruption Commission;
 - d. Criminal Investigation Department (Certificate of Good Conduct); and
 - e. Registered and recognized Credit Reference Bureau
3. All applications shall clearly be marked "Application for the position of Deputy Vice-Chancellor (Academic, Research and Extension), Technical University of Mombasa" and submitted in ten (10) hard copies, addressed to:
***The Chairman of Council,
Technical University of Mombasa,
P.O. BOX 90420-80100,
MOMBASA, KENYA.***
4. Each applicant should also forward a soft copy of the application with scanned application documents and testimonials to: **chair@tum.ac.ke**

Applications must be received on or before 24th May, 2018.

Note: Technical University of Mombasa is an equal opportunity employer. Women, persons from marginalized groups, and persons living with disability are encouraged to apply. Additional information about the university is available at the University website – www.tum.ac.ke

The Chairperson,
Technical University of Mombasa Council