

POSITION DESCRIPTION

University of Papua New Guinea

AM100042 - Vice-Chancellor

The Council of the University invites exceptional, innovative and transformative candidates for the position of the Vice-Chancellor of the University of Papua New Guinea.

Here's an exciting opportunity to step up and make a difference!

VICE-CHANCELLOR

The Role

The Vice-Chancellor and Chief Executive Officer is responsible to the Council, through the Chair, for the leadership, strategic direction and management of the University to deliver and achieve its vision.

The functions and powers of Vice-Chancellor are as follows:

- Be the academic and administrative Head of the University and shall exercise general supervision and control over the affairs of the University and as and when the attendance of the university is required to represent it within or outside of the country; and
- Give effect to the decisions of the authorities of the University and ensure that the provisions of this Act are duly observed; and
- Where, in his or her opinion, there has arisen an emergency which requires that immediate action be taken, takes such action as he deems necessary and report the same to the next meeting of the authority which, in the ordinary course, would have dealt with the matter; and
- Be the ex-officio Chairman of the Senate and of such authorities as the Council determines and, in the absence of the Chancellor and the Pro Chancellor, preside at any Convocation of the University for conferring degrees; and
- Be a member ex-officio of all authorities, boards or committees of the University and be entitled to be present at and address any meeting of any staff or student association recognized by the University; and
- Have the power to convene meetings of the Council, Senate and all other authorities, committees, sub-committees and boards of the University and staff and student bodies recognized by the University; and
- Exercise such other powers and perform such other functions as may be prescribed by this Act.

The Vice-Chancellor will also be required to be “properly informed” of the applicable principal legislation (including all amendments to such legislation) for the governance and management of the University.

Key Responsibilities

Deliver the University Modernisation, and Transformation Vision and Strategic Plan

- Work with the University Council and Senate, University Officers, Academic and Management leadership to promote and communicate the vision of UPNG and lead the implementation of five-year Strategic Plan, Annual Plans and Budgets.

Drive Excellence in University Governance, Management and Academic Performance

- Provide leadership, empower and establish best practice in the University's governance, management, operations, performance, accountability and reporting across its academic, teaching/learning, research, management and operations benchmarked against international standards.
- Lead, establish and promote effective and efficient performance across the eight (8) institutional pillars which include; Governance and management, People, Student Learning experience, Finances and Investments, Assets and Facilities, ICT infrastructure, safety and Wellbeing and Strategic partnerships.

Promote, establish and sustain shared purpose and commitment of University Community and Strategic Partners

- Provide meaningful consultation with and secure participation of the University Community including with University Staff, Student, and community representative bodies in the achievement of the University's vision, mission and objectives.

Expected Competencies:

- Post graduate degree or executive qualifications in Leadership and Management fields from an internationally recognised university
- Personal qualities of integrity, energy, tenacity and judgement
- Capacity to deliver tangible outcomes effectively in partnership with the Chancellor, members of Council and University staff
- Capacity to lead and inspire a large organisation to build a positive culture focused on achieving excellence in research, teaching and community engagement
- Proven record of institution-wide leadership and executive management, preferably in a university, including a reputation for leading a positive and engaging executive management team and workplace culture by being a highly visible, compelling, engaging, and persuasive leader, who advocates for the University and its strategic goals
- Proven record of academic leadership, excellence, strong research reputation and high professional standing
- Commercially astute, experienced and compelling change-leader
- Executive leadership experience to foster an engaged, diverse and inclusive workforce with a high-performance culture.

The University of Papua New Guinea is an equal opportunity employer committed to creating an inclusive environment for all employees. Females are strongly encouraged to apply'

This vacancy is open to both PNG citizens and non-citizens.

TO APPLY

Visit our website: <https://vanguard.com.pg/vacancies/>

Complete the online application form and attach your updated CV, certified copies of qualifications and details of three (3) referees' current contact details.

To request the full Position Description, email jobs@vanguard.com.pg or call +675 7500 7500.

Applications close 5pm Friday 1st November 2024

Only shortlisted applicants will be contacted.

To apply for this position:

- Download and complete the Application Form from <https://vanguard.com.pg>.
- Email the application to jobs@vanguard.com.pg together with a copy of your CV in MS Word format.

Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview.