



**UNIVERSITY OF
ZULULAND**

**The University of Zululand subscribes to the principles embedded in the
Employment Equity Act**

**DIRECTOR: TEACHING AND LEARNING
TEACHING AND LEARNING CENTRE
GRADE 05
REFERENCE NUMBER: 2019/10/TL05**

The primary purpose of the position of the Director: Teaching and Learning - In support of the University's strategic objectives, Director Teaching and Learning is responsible for planning, coordinating and directing the implementation of the University's Teaching & Learning (T&L) initiatives comprising: Academic staff development, student academic development, curriculum development, facilitation of academic programme accreditation, the promotion of quality assurance in the T&L and conducting research on T&L in institutions of high learning. Assist the DVC: Teaching and Learning with the development of the strategy, policy and budget for T&L. Manages communications and relations with all relevant stakeholders and service providers.

KEY PERFORMANCE AREAS

- Policy and Procedure (Review and Development)
- Operational planning, budgeting and programme development
- Communication and stakeholder interface
- Operational Management and Coordination
- Staff Management
- Financial control
- Reporting

MINIMUM REQUIREMENTS

- A Doctoral degree in Education (NQF10) or related fields.
- 8 to 10 years' experience in a University/Tertiary education environment in a Senior Academic, Supervisory or Administrative.
- 3 to 5 years' experience in a Leadership role.
- Proven interpersonal skills having shown the ability to obtain support from a wide spectrum of people.

SKILLS AND COMPETENCIES

- Ability to communicate and network at all levels, with internal and external stakeholders
- High level of project management skills
- Effective verbal and written communication
- Facilitation and presentation skills
- Good report writing skills

KNOWLEDGE:

- In-depth knowledge of university processes associated with:
 - ✓ Academic development
 - ✓ Student support development
 - ✓ Learning environment enhancement
 - ✓ Enrolment enhancement
 - ✓ Curriculum development and co-curricular activities
- Working knowledge of ITS
- Extensive knowledge of quality assurance processes and procedures
- Good working knowledge of project management

BEHAVIORS:

- Self-motivated / Initiative
- Customer focused
- Team player
- Personable
- Critical Thinker

All applications must include the following which are critical in evaluating applicants received:

- (a) A Self - Evaluation by the applicant of his/her ability for the appointment;
- (b) An application form;
- (c) A detailed Curriculum Vitae;
- (d) Certified copies of all academic qualifications, ID; and
- (e) Names and contact details of at least three contactable work related referees (one must be a current or recent superior)

Closing Date: 27 October 2019

For the APPLICATION FORM, please log on to the University website and click on vacancies (<http://www.unizulu.ac.za/vacancies>). To apply for this position, please email the application form and all required documentation to Ms P Nhlengethwa, NhlengethwaP@unizulu.ac.za **OR** [log on to PNET \(www.pnet.co.za\) to submit your application](http://www.pnet.co.za), by no later than 12h00 on the closing date stated above.

No hand delivered or postal applications will be accepted. The University reserves the right not to make an appointment. Communication will be entered into with the shortlisted candidates only.