



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

RESEARCH AND INNOVATION; TEACHING AND LEARNING

MANAGER: COMMUNITY ENGAGEMENT

REFERENCE NUMBER: 2024/04/TL15

GRADE 6

The University of Zululand (UNIZULU), located in Northern Kwazulu-Natal Province, is a Comprehensive University, with two campuses – one in KwaDlangezwa and the other in Richards Bay. The University is seeking to recruit a **Manager** – *responsible for Community Engagement*.

The **Manager** provides operational management and leadership to the Community Engagement (CE) and service learning (SL) portfolio, and implements interventions to support academic staff and students in CE/SL across the University. The Manager reports to both the Director of Research-Innovation and Director of Teaching and Learning, respectively, and enforces CE policies and procedures. The CE Manager works with teams to deliver the CE priorities reflected in the University Vision 2027 Strategy and Transformation plan, and services the Community Engagement Committee structure. The Manager is responsible for delivering a range of community engagement activities, and providing liaison support to diverse community groups. The incumbent plays a key managerial role in building structures for good governance, responsible engagement with communities, and providing an enriched student and community experience.

KEY ACTIVITIES

- Community Engagement Management
- Service Learning and Community Knowledge Management
- Portfolio Management
- Staff Management
- General office work and related duties

MINIMUM REQUIREMENTS

- Minimum: a **Master's Degree** in Business, Public Relations, Development Studies, Sociology, or related field is required
- At least 5 years of relevant professional experience working in Community Engagement and Service Learning in a Higher Education environment, is required.
- Experience in strategy writing, policy development, grant writing, fundraising, community network development, and/or stakeholder management is essential.
- Minimum of 3 + year's supervisory experience.
- Demonstrated experience implementing Community Engagement/ Service Learning plans.

OTHER REQUIREMENTS

Knowledge

- Community engagement (CE) policies and procedures.
- Community engagement strategies, approaches, models, and systems.
- Participatory research methodologies and their relevance to CE.
- Scholarship of community engagement and its link to service learning.
- Project and risks management.
- Higher Education landscape (trends and practices in CE)
- Information and Communication Technology (ICT)

Skills

- Grant writing, fundraising and stakeholder management.
- Policy development.
- Communication skills (written and verbal).
- Research
- Budgeting

Behaviour / Attributes

- Problem solving and decision making
- Take responsibility
- Attention to detail
- Customer oriented
- Communicative
- Honesty
- Goal driven
- Team player
- Resourcefulness

CLOSING DATE: 28 April 2024

To apply please log on to PNET (www.pnet.co.za) and submit your application. **The University will not accept any applications directly or through any other means.**

Candidates who do not meet the minimum requirements, as specified above, will not be considered, and should not apply.

By applying for this position, you hereby give consent to the University of Zululand, that your personal information like your name and surname, Identity number, banking details, address, resume' etc., may be used, distributed, handled, or processed and/or stored for purposes of the Recruitment and Selection process of the University.

Please note in terms of the University's recruitment policy preference will be given to South African citizens. UNIZULU is committed to employment equity and equal opportunity. The University reserves the right not to make an appointment.

Kindly Note: Communication will be entered into with shortlisted candidates only.