

Fiji National University

VICE CHANCELLOR Ref: SMG 01/09

The Fiji National University (FNU) is a new university established through the merger of 6 government-owned tertiary institutions in Fiji. Of these 6, two are body corporate (Fiji Institute of Technology and Fiji School of Medicine) while 4 are parts of government departments (Fiji College of Advanced Education, Fiji College of Agriculture, Lautoka Teachers College, and Fiji School of Nursing). The constituent institutions now operate from 16 locations throughout Fiji, and collectively offer Certificates, Diplomas, Advanced Diplomas, Degrees and postgraduate qualifications. Approximately 25,000 students are expected to pass through the University each year. The University will commence operations from 1 January 2010. The University will comprise of 5 Colleges: The College of Humanities and Education, the College of Medicine, Nursing and Public Health, the College of Engineering, Science and Technology, the College of Agriculture, Forestry and Fisheries, and the College of Commerce, Hospitality and Tourism Studies. Each College is headed by a Dean who reports to the University's Vice Chancellor.

The FNU invites applications for the position of Vice Chancellor. The Vice Chancellor will report to the University Council and will be responsible for the overall management of the university. The primary responsibility of the VC during the early period of the tenure would be to implement the merger of processes and systems of the constituent institutions' academic and support services, and establish the university.

Other routine functions of the Vice Chancellor are:

- » Provide strategic and executive leadership to ensure that the university is responsive to the economic and social needs of our stakeholder community.
- » Develop strategic and operational plans for the University as a whole and for the various components of the university to ensure there is provision for and promotion of scholarship, research, academic excellence and quality intellectual inquiry.
- » Provide direction and advice on University policies and procedures to ensure accountability and responsibility for efficient and effective compliance with national laws and university rules, regulations and policies.
- » As the chief accounting officer of the University, to ensure that the university finances are well managed, and that the University commences and continues on a firm financial foundation.
- » Facilitate, enhance and support opportunities for the University to engage in new and innovative academic and research activities by providing academic leadership and through necessary institutional support for the management and development of such activities.
- » Provide for and encourage the creation, advancement and dissemination of knowledge that will meet the needs of communities including that of vocational education and training.
- » Facilitate regular reviews of its academic and corporate programmes to ensure the maintenance of a high standard of teaching and learning.
- » Represent the University nationally, regionally and internationally.

Qualifications:

- » Outstanding academic achievements.
- » Demonstrated experience in institution building and strengthening, and capabilities in institutional policy design, analysis and implementation drawn from previous executive level experience in higher education.
- » Demonstrated leadership and commitment to research, teaching and public service.
- » Leadership in academic and administrative matters as judged by experience in the administration of academic and other institutions, research groups and professional societies.

Remuneration is negotiable. All applications are to include: (a) names and contacts of at least 2 confidential referees; (b) names and contacts of at least 3 other persons whom the University may contact, and (c) indication of availability if appointed. Applications **must be submitted no later than 4.00pm on the 30 November 2009**. Applications are to be submitted to: The Chairperson, FNU Executive Committee, P O Box 8, Suva. Email: lkbal Jannif on ijannif@mac.com.

COLLEGE DEANS

The FNU invites suitably qualified applicants for the following vacancies of College Deans:

DEAN – College of Medicine, Nursing and Health Sciences	Ref: SMG 01/09	DEAN - College of Engineering, Science and Technology	Ref: SMG 02/09
DEAN - College of Agriculture, Forestry and Fisheries	Ref: SMG 03/09	DEAN - College of Commerce, Hospitality & Tourism Studies	Ref: SMG 04/09
DEAN - College of Humanities and Education	Ref: SMG 05/09		

The College of Medicine, Nursing and Health Sciences comprises the following Schools: Fiji School of Medicine, composed of the following departments: Medical Science, Health Science, Oral Health and Public Health, and Fiji School of Nursing.

The College of Engineering, Science and Technology comprises the following Schools and Departments: (a) Institute of Technology, composed of the followings schools and departments: Automotive Engineering & Road Transport, Aviation, Building and Civil Engineering, Electrical and Electronic Engineering, Mechanical Engineering, Maritime Studies, and Printing Studies & Technology. (b) Institute of Science, composed of the following schools and departments: Biology, Chemistry, Physics, Mathematics and Computer Science, Food Technology, and Environmental Studies.

The College of Agriculture, Forestry and Fisheries comprises the following Schools and Departments: Agriculture, Forestry and Fisheries.

The College of Commerce, Hospitality and Tourism comprises the following Schools and Departments: (a) School of Business and Economics, composed of the following departments: Accounting, Economics & Finance, Management & Industrial Relations, Information Technology, and Office Administration. (b) School of Hospitality and Tourism Studies, composed of the Departments of Food & Beverage, and Accommodation Management.

The College of Humanities and Education comprises the following Schools: School of Education; (a) School of Physical Education, Sports Science & Recreation; (b) School of Social Science; and School of Communication and Creative Arts, comprising departments of Communication, Language & Literature; Media Studies & Journalism; Film & Television; Graphic Arts & Design; and Fine Arts, Culture and Music.

Roles and responsibilities of a Dean:

- » Provide academic and professional leadership to the College.
- » Ensure that the programmes offered by the College are of high quality and always meet the standards of professional institutions and accreditation bodies.
- » Develop and maintain links with relevant accreditation authorities within and outside Fiji.
- » Ensure that the programmes within the College are relevant to the industry, and meet the relevant human resource needs of the country.
- » Ensure that all programmes within the College are regularly revised and externally reviewed within the provisions of the regulations of the University.
- » Direct and coordinate the activities of the heads of academic sections that fall within the College.
- » Lead and be responsible for the preparation and approval of the College's annual budgets within the management and academic policies of the institute.
- » Ensure that all sections and staff of the College operate within the policy framework of the University.
- » Advise the Vice Chancellor and the University Senate on academic, administrative and financial issues relating to the College and/or affecting the College and the University.
- » Undertake any related responsibility assigned by the Vice Chancellor to further the work and welfare of the College and the University.

Skills and attributes necessary in a Dean include:

- » Demonstrated academic leadership.
- » Exceptional communication and interpersonal skills.
- » A commitment to high performance, meeting targets, and the effective management of the College.
- » Sound knowledge of the tertiary educational sector and the ability to raise the profile of the College within the tertiary education sector.
- » Strong advocate of the College and its constituents.
- » A solid record of performance in teaching, research and publication.
- » Outstanding record of research leadership.
- » Excellent strategic vision and ability to manage operations of the College with a focus on its immediate, medium term and long term development.
- » Demonstrated management experience at a comparable level in higher education institutions.
- » Strong ability to source local and international funding and partnership agreements.
- » Ability and commitment to working with a new team to build a new university emerging from a merger of 6 tertiary institutions, each with a different history and experience.

Qualifications and Work Experience Needed:

- » The Dean must be an academic leader with a distinguished record in research, teaching and management.
- » He/She must be able to demonstrate within a higher education environment effective personnel, entrepreneurial, management and financial skills; excellent interpersonal and negotiation skills, and understanding and ability to implement equal opportunity principles.
- » A doctoral degree (PhD) or equivalent in an academic area relevant to the College, or more than 10 years related experience and/or training, or equivalent combination of education and experience.

Salary and Terms & Conditions of appointment: Each appointment is a three (3) year contractual appointment. This term may be extended, subject to meritorious performance and approval by the University. The salary and terms and conditions of employment are subject to negotiation. Detailed job descriptions are available from: Interim Vice Chancellor, Fiji National University, Nasinu, Fiji. Email: ganesh@fit.ac.fj

Completed applications, including a detailed curriculum vitae, certified copies of academic certificates and transcripts, and a list of 3 confidential referees, marked with the appropriate vacancy and reference number are to be submitted no later than 4.00pm on Monday 30 November 2009 to: The Interim Vice Chancellor, Fiji National University, Private Mail Bag No. 7222, Nasinu, or emailed to: ganesh@fit.ac.fj

The Fiji National University is an Equal Opportunity Employer.

All applications will be treated with strict confidentiality.