



THE COPPERBELT UNIVERSITY SEARCH COMMITTEE

VACANCY ANNOUNCEMENT

The Council of the Copperbelt University, through the Search Committee wishes to invite applications from suitably qualified candidates to fill the positions of Vice-Chancellor and Deputy Vice-Chancellor for Research and Innovation.

ABOUT THE UNIVERSITY

The Copperbelt University is a Public University established in 1987 and is regulated by the Higher Education Act No. 4 of 2013 as amended. It is situated in Kitwe on the Copperbelt Province of Zambia. It is an equal opportunity employer that embraces diversity. The University's core business is Teaching, Research, Innovation, Industrialisation and Consultancy. It hosts the faculties of Mathematics and Natural Sciences, Mines and Mineral Sciences, Engineering, The Built Environment, Medicine, Business, Natural Resources, School of Humanities and Social Sciences, Information and Communications Technology, and the Graduate School. The university also hosts the Dag Hammarskjold Institute of Peace and Conflict Resolution, the Centre of Excellence in Sustainable Mining and five directorates namely, the Centre for Academic Development, Information and Communication Technology, Distance Education and Open Learning, Commercial and Corporate Affairs, and Planning, Property and Services. The University runs its programmes from six (6) campuses namely Riverside-Kitwe, Parklands-Kitwe, Ndola Campus, Lusaka Campus, Mpika Campus and Solwezi Campus.

The University has a total staff strength of 947 and a student population of fourteen thousand (14, 000). More information can be obtained from the University Website www.cbu.ac.zm

1.0 POSITION OF VICE-CHANCELLOR

1.1 Job Purpose: The Vice-Chancellor is responsible for the Strategic Leadership of the University in academic, financial and administrative functions as stipulated in the Higher Education Act no. 4 of 2013 as amended. The Vice-Chancellor reports to the University Council.

1.2 Key Responsibilities

a) Leadership and Governance

- Provides leadership for an inclusive staff and collegiate culture that empowers individuals to realise their full potential and to achieve the University's goals in Teaching, Learning, Research, Innovation, and Community Service;
- Ensures that all University activities and operations are carried out in compliance with the University governance requirements, and any regulations, rules, laws, codes and standards applicable to higher institutions of learning in the country;
- Facilitates the implementation of outreach programs that reflect the social responsibility of the University including its sustainability;
- Undertakes regular reporting to the University Council and Government as required by the Act;
- Ensures that Council meetings are held as planned and resolutions of Council are implemented;
- Ensures the availability and implementation of University risk management framework;
- Promotes productivity through staff motivation and facilitating execution of functions; and
- Contributes to public service and intellectual life.

b) Strategy and Management

- Leads the development of the University strategy and implements the strategic plan;

- Identifies and negotiates collaborative agreements on behalf of the University to attain its mission, goals and objectives;
 - Ensures the availability of institutional internal controls and coordinates operations of the University;
 - Fosters high-value linkages with all stakeholders, especially alumni, Government, local communities, Cooperating Partners and the private sector;
 - Ensures an effective performance management system is in place and implemented; and
 - Builds up strong management and leadership teams to ensure effective institutional performance.
- c) Academic Leadership*
- Provides an effective academic environment for the pursuit of teaching, learning, research and community service for the attainment of liberal, professional, scientific and technical education which is responsive to the needs of society;
 - Strengthens the University's position as a leading research, teaching and innovation institution;
 - Presides at all meetings of the Senate and ensures that it makes regular reports to the Council regarding the performance of its functions;
 - Ensures that University teaching calendars run smoothly;
 - Presides at the Ceremonial assemblies of the University in the absence of the Chancellor; and
 - Creates and maintains a conducive academic and social environment for staff and students.
- d) Financial Management*
- Ensures the development of financial management strategy of the University and prudent utilisation of financial resources;
 - Spearheads the mobilisation of financial resources in order to achieve financial sustainability; and
 - Enforces timely financial reporting.

e) Human Capital

- Ensures the development of human capital strategy of the University for purposes of having a fit for purpose organizational structure, and staff in order to achieve university strategic objectives;
- Ensures that the University recruits and retains sufficient numbers and high calibre of academic, administrative and general staff on such competitive terms and conditions of service as determined by the Council;
- Establishes an environment that promotes staff discipline, motivation and productivity; and
- Promotes industrial relations.

f) Infrastructure Management

- Ensures the development of infrastructure management strategy.
- Generates resources for infrastructure development;
- Enforces effective utilisation of university infrastructure; and
- Enforces effective maintenance of University infrastructure.

1.3 Qualifications and Experience

- a) Must be a Professor (rank above Associate Professor);
- b) Grade 12 certificate or its equivalent;
- c) Bachelor's degree in any relevant field from a reputable University;
- d) Master's degree in any relevant field from a reputable University;
- e) Must have an earned PhD from a reputable university;
- f) At least ten (10) years of work experience post PhD qualification at senior management level in a higher education institution or a comparable organisation;
- g) Must have reasonable research impact metric; and
- h) Must demonstrate ability to source funds and show proof of revenue generation in the past five (5) years.
- i) Must be an active member of a professional body.

1.4 PERSONAL ATTRIBUTES

- a) People management skills
- b) Visionary
- c) Creative thinking
- d) Self-motivation
- e) Open minded
- f) Ability to work under pressure.
- g) Confident
- h) Teamwork
- i) Assertiveness

1.5 TENURE

The Vice Chancellor is appointed for an initial term of five (5) years, renewable for a similar period depending on performance.

1.6 REMUNERATION

The University offers a competitive remuneration package to the individual appointed to this position.

2.0 POSITION OF DEPUTY VICE-CHANCELLOR – RESEARCH AND INNOVATION

2.1 Job Purpose: The Deputy Vice-Chancellor Research and Innovation provides leadership and strategic direction and oversees the development and implementation of the University's strategic goals in the area of research, innovation, consultancy, grants and partnerships in line with the Higher Education Act No.4 of 2013, as amended.

2.2 Key Responsibilities

- a) *Leadership and Governance*
 - Provides leadership for research, innovation and consultancy;
 - Ensures that all University activities and operations on research, innovation and consultancy are carried out in compliance with the University governance requirements, and any regulations, rules, laws, codes and standards;

- Facilitates setting and implementation of the University Research and Innovation Agenda;
- Spearheads the linkage of the University Research and Innovation Agenda to the National, Regional and Global research and innovation frameworks;
- Inculcates active research and innovative culture in the University.
- Ensures regular reporting of research and innovation activities to the Vice-Chancellor; and
- Contributes to public service and intellectual life.

b) Strategy and Management

- Develops and implements the University Research Innovation and Consultancy Strategy;
- Formulates and implements University Research Innovation and Consultancy Policies;
- Strengthens the University's position as one of the world-class Institutions in research and innovation;
- Fosters linkages with stakeholders, such as government, industry and communities;
- Ensures an effective performance management system for research, innovation and consultancy; and
- Builds up strong management and leadership teams for research, innovation and consultancy.

c) Research, Innovation and Consultancy

- Provides an effective environment that promotes productivity in research, innovation and consultancy;
- Strengthens the University's position as a leading research, innovation and consultancy institution;
- Presides at all meetings of the Senate Committees on research, innovation and consultancy;
- Identifies and negotiates collaborative agreements on behalf of the University to attain its mission, goals and objectives;
- Spearheads the sourcing of consultancy opportunities;

- Administers and manages research grants and contracts;
- Ensures quality research output and publication in high-impact journals;
- Ensures patenting of Intellectual Property and commercialization of University research outputs;
- Develops Innovation Hubs and Industrial Parks in the University;
- Ensures high research standards; adherence to ethics and reporting standards of all funders;
- Facilitates the establishment of research infrastructure; and
- Collaborates with national, regional and international Research Institutes.

d) Financial Management

- Mobilises financial resources for research and innovation activities; and
- Spearheads the generation of financial resources through research, innovation and consultancies in order to contribute to the financial sustainability of the University.

e) Human Capital

- Ensures that the University has appropriate capacity and competences in research, innovation and consultancy;
- Establishes an environment that promotes staff discipline, motivation and productivity; and
- Performs staff performance appraisals.

2.3 Qualifications and Experience

- a) Must be Associate Professor or above;
- b) Grade 12 certificate or its equivalent;
- c) Bachelor's degree in any relevant field from a reputable University;
- d) Master's degree in any relevant field from a reputable University;
- e) Must have an earned PhD from a reputable university;
- f) At least ten (10) years of work experience post PhD qualification at senior management level in a higher education institution or a comparable organisation;

- g) Must show evidence of quality research output and publication in high-impact journals in the past two years.
- h) Must demonstrate ability to source funds and show proof of revenue generation in the past three (3) years.
- i) Must be an active member of a professional body.

2.4 PERSONAL ATTRIBUTES

- a) People management skills
- b) Visionary
- c) Creative thinking
- d) Self-motivation
- e) Open minded
- f) Ability to work under pressure.
- g) Self-confidence
- h) Teamwork
- i) Entrepreneurial Skills
- j) Assertiveness

2.5 TENURE

The Deputy Vice-Chancellor for Research and Innovation is appointed for an initial term of four (4) years, renewable for a similar period depending on performance.

2.6 REMUNERATION

The University offers a competitive remuneration package to the individual appointed to this position.

HOW TO APPLY

Candidates meeting the stated requirements must forward their application letters with the following:

- a) A Curriculum Vitae (CV) and copies of certified academic and professional certificates as mentioned in their CV.
- b) Applicants should include three names and addresses of referees, two of whom must be professionally acquainted with the applicant.

Applications should be sent to the undersigned not later than 29th December 2023.

Electronic applications must be emailed to searchcom@cbu.ac.zm

The Chairperson of the Search Committee

C/o Registrar

Copperbelt University

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P.O. Box 21692

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