

## ADVERTISEMENT FOR THE POSITION OF VICE- CHANCELLOR

The Management University of Africa (MUA) is a chartered premier University in Kenya with its main campus in Kisaju, Kajiado County and Town campus in South C, Nairobi, County. MUA envisions being a premier University providing Management and transformative leadership solutions worldwide. The Management University of Africa is seeking to recruit an innovative individual with demonstrated high standards of personal and professional integrity as well as exemplary academic and leadership achievement for the position of Vice - Chancellor.

### 1.0 JOB TITLE

**Vice-Chancellor**

### 2.0 REPORTING TO

**University Council**

### 3.0 JOB PURPOSE

The Vice-Chancellor (VC) will serve as the Chief Executive Officer of the university and will be responsible for providing strategic leadership, ensuring academic excellence, fostering research and overall financial sustainability and institutional management. The VC will oversee the implementation of policies, and governance structures, and realization of stakeholder engagement to ensure the university achieves its mission and vision.

### 4.0 KEY RESPONSIBILITIES

#### **Strategic Leadership and Governance;**

- Providing strategic direction and visionary leadership to the university in order to achieve its short and long-term corporate goals.
- Develop and implement policies in line with the University's vision and regulatory and academic standards
- Spearheading the development and implementation of the university's strategic plan and corporate social responsibility initiatives and ensuring that the University image is well projected and protected locally and internationally
- Providing leadership and guidance in resource mobilizations required to facilitate the development, growth and attainment of MUA's vision and mission.
- Oversee the proper functioning of the governing structures including the Senate, University Management Board, to ensure a harmonious working relationship with the University Council and the Board of Trustees

- Ensuring compliance with legal and regulatory frameworks including CUE, TVETA, Ministry of Education among others

#### **Academic Excellence and Research Development;**

- Oversee the development and implementation of academic programmes, curriculum, and accreditation
- Promote and cultivate a strong culture of research, innovation and publications of journals, books and other academic media of knowledge dissemination
- Ensure quality assurance by maintaining high standards in teaching, research, learning, student evaluation, and community engagement, while actively maintaining and pursuing relevant accreditations for various programmes and delivery systems.
- Promote the growth, development and the achievement of the university goals and objectives through collaborations and partnerships, both locally and internationally.

#### **Financial and Resource Management**

- Oversee financial planning, budgeting, and management including efficient use of university's funds, and resource mobilization to ensure financial and overall sustainability of MUA
- Lead fundraising and partnership initiatives for endowments and research grants
- Oversee infrastructure development and asset management to optimize space availability for academic and administration purposes

#### **Human Resource and Institutional Development;**

- Provide leadership in recruitment, retention, and development of faculty, and administration staff to ensure availability of adequate human capital capacity for provision and delivery of services
- Create and maintain a conducive environment for working and learning in the University
- Ensure monitoring of staff performance through appraisal, professional development and welfare initiatives.
- Oversee all business activities and operations to ensure that various departments of the university operate harmoniously and in conformity with the overall operational plans and performance targets of the university

#### **External Relations and stakeholder Engagement;**

- Create and strengthen linkages and collaborations with industry, government, donors and alumni as well as international institutions to ensure MUA is a global player
- Represent MUA in the national and international forums
- Strengthen university branding, marketing, and student enrollment

### **5.0 PERSON SPECIFICATION**

For appointment to this position, a candidate must have the following Academic and Professional Qualifications:

#### **1. Academic Credentials:**

- Have an earned **PhD** from a well-recognized university in relevant disciplines.
- Currently hold the position of a Professor or Associate Professor or equivalent.
- Must have extensive teaching and research experience.

## 2. **Work Experience:**

- At least **10 years** of experience in university leadership, at least 3 of which should be at senior level (e.g., Deputy Vice Chancellor, Dean or Director). Industry experience at executive level will have added advantage.
- Proven experience in managing large academic and research programs.
- Evidence of strong financial management and fundraising experience.

## 3. **Research & Publications:**

- A strong record of high quality peer-reviewed publications in top rated journals, research projects, and academic leadership.
- A strong record of raising funds through grants and collaborations for research and publication
- Experience in research supervision and mentorship.

## 4. **Leadership & Management Skills:**

- Excellent strategic planning, governance, and policy-making abilities.
- Strong people management and institutional leadership skills.
- Ability to drive innovation, technology, and digital transformation.

## 5. **Stakeholder Management:**

- Strong networking and partnership-building abilities with government, industry, and academia.
- Experience in international collaborations and funding mobilization

## 6. **Other requirements**

The selected candidate shall be expected to meet the following before signing of the employment contract

- Meet chapter six requirements of the constitution of Kenya
- Have a clearance certificate from Credit Reference Bureau
- Have a clearance certificate from HELB
- Have a clearance certificate from KRA
- Have a clearance certificate from Kenya Police Service
- Not be having an undetermined court case
- Have attended a senior management course for not less than one week

## 6.0 **KEY SKILLS AND COMPETENCIES**

- Strong ethical and professional integrity
- Visionary, transformational and innovative leadership
- Excellent communication, negotiation and decision-making skills
- Ability to work under pressure and manage complex institutional challenges
- Commitment to excellence in education, research and community service

## **7.0 TERMS OF SERVICE AND REMUNERATION**

The successful candidate will serve for a five (5) years' contract which, subject to satisfactory performance, shall be renewable once. Remuneration attached to this position shall be determined in accordance with the MUA salary structure.

## **8.0 HOW TO APPLY**

Interested candidates who satisfy the requirements above should forward their applications accompanied by a detailed CV, email address, day time telephone contact, name and address of three referees. The applications should reach the undersigned not later than **7<sup>th</sup> May 2025**. The Management University of Africa is an equal opportunity employer. Only shortlisted candidates will be contacted using the postal and/or e-mail address or telephone contacts provided in their application letters and CVs.

**THE CHAIRMAN**  
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