

University of KwaZulu-Natal is committed to meeting the objectives of Employment Equity to improve representativity within the Institution. Preference will be given to applicants from designated groups in accordance with our Employment Equity Plan

Applications are invited from permanent UKZN ACADEMIC staff members within the School of Commerce

COLLEGE OF LAW AND MANAGEMENT STUDIES

**HEAD OF RESEARCH AND HIGHER DEGREES (1 POST)
(THREE-YEAR APPOINTMENT, 60% FRACTIONAL)**

**SCHOOL OF COMMERCE
WESTVILLE/ HOWARD COLLEGE/PIETERMARITZBURG/ CAMPUS**

REFERENCE NUMBER: SOC79/2025

The school of Commerce seeks to appoint a senior scholar to head the Research and Higher Degrees portfolio in the school.

The Head will provide academic leadership in research and postgraduate training, including chairing the School Research and Higher Degree Committee and serve as a member of the School Management Committee.

The incumbent will liaise with internal (Structures, Leadership, Academics and Professional Services staff) and external stakeholders (industry, accreditation bodies, community, academic).

MINIMUM REQUIREMENTS:

- A relevant Doctoral degree
- Associate Professor or above

APPLICANTS SHOULD HAVE:

- A track record of achievement in scholarship appropriate to the rank of Associate or Full Professor.
- Good administrative, communication, organisational and time management skills.
- Leadership experience at the discipline level or higher.
- Ability to work with and in a team.
- Understanding of the higher education environment.
- Ability to interact well with and motivate staff and students.
- Well informed understanding of personal, social and financial constraints faced by UKZN students.

ADVANTAGE:

- Experience in development and/or management of academic programmes and/or disciplines.
- High standing as a researcher.

DUTIES and RESPONSIBILITIES:**1. ACADEMIC LEADERSHIP**

- Provide Research and Postgraduate leadership in the school.
- Represent the School on College and University structures.
- Lead the development and implementation of School Research Strategies.
- Support the College Dean of Research in implementing UKZN's research strategy and initiatives.
- Contribute to research policy and strategy, including in Research Ethics, and oversee policy application in the areas of Research and Higher Degrees.
- Exercise the responsibilities devolved by Senate and in approved policies, including those assigned to the role of 'Academic Leader of Research'.
- Co-ordinate with School Dean on oversight of Research Centres and entities in the school.

2. ADMINISTRATION

- Chair the School Research and Higher Degrees Committee.
- Report to and liaise with the Dean of the School, and the College Dean of Research on Research and Higher Degree matters.
- Oversee and manage Higher Degrees admission, registration, research ethics and examination processes in accordance with university policy and procedures.
- Oversee Masters and Doctoral processes in the school and protect their academic integrity.
- Oversee and manage academic monitoring and support of Masters and Doctoral students within the school.

REMUNERATION: A non-pensionable allowance as approved by the University.

Enquiries and details regarding this post, as well as requests for a job profile may be directed to the Dean and Head of School on mutulas@ukzn.ac.za

Interested applicants are required to submit a letter of application & CV to Human Resources via email – recruitment-soc@ukzn.ac.za

The closing date for receipt of applications 12 December 2025.