

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 TEACHING AND LEARNING (1 POST)
(THREE-YEAR APPOINTMENT, 60% FRACTIONAL)**

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

REFERENCE NUMBER: SOC81/2025

The school of Commerce seeks to appoint a senior scholar to head the Teaching and Learning portfolio in the school.

The Head will provide academic leadership in Teaching and Learning, including chairing the School's Teaching and Learning 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 and especially teaching and learning 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 an instructor.

DUTIES and RESPONSIBILITIES:

1. ACADEMIC LEADERSHIP

- Provide Teaching and Learning leadership within the school.
- Represent the School on College and University structures.
- Lead the development and implementation of School Teaching and Learning Strategies.
- Support the College Dean of Teaching and Learning in implementing UKZN's teaching strategy and initiatives.
- Contribute to Teaching and Learning policy and strategy and oversee policy application in the areas of Teaching and Learning.
- Exercise the responsibilities devolved by Senate and in approved policies, including those assigned to the role of 'Academic Leader of Teaching and Learning'.
- Co-ordinate with the School Dean on oversight of Teaching Centres and entities in the school.
- Support the College Dean of Teaching & Learning to coordinate provision of high-quality academic counselling for students in the school

2. ADMINISTRATION

- Chair the School Teaching and Learning Committee, and other meetings for T&L processes as specified in approved policies.
- Report to and liaise with the Dean of the School, and the College Dean of Teaching and Learning on Teaching and Learning matters.
- Oversee and manage Teaching and Learning processes in accordance with university policy and procedures.
- Oversee undergraduate and honours student administration in the school.
- Oversee quality control processes within the school.
- Oversee processes for development of module templates, yearly curriculum changes and handbook entries.

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 via email – recruitment-soc@ukzn.ac.za

The closing date for receipt of applications 12 December 2025.