

The 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 Law

COLLEGE OF LAW & MANAGEMENT STUDIES

**HEAD OF DISCIPLINE (FOUR POSTS)
(THREE-YEAR APPOINTMENT, 50% FRACTIONAL)
SCHOOL OF LAW
HOWARD COLLEGE/PIETERMARITZBURG CAMPUS**

REFERENCE NUMBER: LF08/2025

The School of Law seeks to appoint senior scholars as Heads of Disciplines in the following areas:

- Business Law
- Private Law
- Public Law
- Socio-Legal Studies

The Discipline Heads will be responsible for academic leadership in one of the above disciplines, including line management of academic members of the discipline.

The Discipline Heads will be members of the School Management Committee.

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

DUTIES AND RESPONSIBILITIES:

1. ACADEMIC LEADERSHIP

- Provide strategic Teaching and Learning, Research and Higher Degrees leadership for the discipline.
- Direct and improve the academic contribution of the discipline through its modules and curricula to the qualifications of which it is a part.
- Lead discipline level planning for staffing, succession, recruitment and sabbatical planning.
- Lead staff support and development in the discipline.
- Represent the School on relevant, College and Senate committees, if needed.
- Implement School Management Committee decisions, and contribute to implementing university strategy at the discipline level.
- Protect the quality and integrity of postgraduate qualifications in the discipline.
- Represent the Discipline as a standing member of the School Board

2. ADMINISTRATION

- Represent the Discipline as a standing member of the School Management Committee, the School Teaching and Learning Committee and the School Higher Degrees Committee.
- Report to School Management Committee, School Board and other structures.
- Oversee any budget devolved or allocated to the discipline.
- Hold and chair regular (at least quarterly), meetings of the discipline.
- Line manage academic staff in the discipline.
- Ensure timely, equitable and balanced teaching allocation.

- Ensure that required discipline representative roles on school and other structures are filled.
- Carry out functions specified in policies, including functions assigned to the role of 'Academic Leader for Discipline' or 'Academic Leader for Cluster'.

The incumbent will report to the Dean and Head of School.

MINIMUM REQUIREMENTS:

- A relevant Doctoral degree
- Associate Professor or above, in the Discipline
- In exceptional cases, where there are no academic members of staff at the level of Associate Professor or above, candidates at the level of Senior Lecturer in the discipline, or Full Professors in another discipline in the School will be considered for a one (1)-year term with the approval of the College DVC.

APPLICANTS SHOULD HAVE:

- A track record of achievement in scholarship in the discipline appropriate to the rank of Associate Professor or Full Professor. In exceptional cases where there are no staff members at the level of Associate Professor or higher in a discipline, staff at Senior Lecturer level in the discipline with an excellent track record of achievement in scholarship, and Full Professors from other disciplines in the School will be considered.
- Good administrative, communication organisational and time management skills
- Ability to work with and in a team
- Ability to interact well with and motivate staff and students
- Understanding of the higher education environment.
- At least two years of experience with UKZN policies and processes.
- Well-informed understanding of personal, social and financial constraints faced by UKZN students.

ADVANTAGE:

- Experience in development and/or management of academic programmes.

REMUNERATION: A non-pensionable allowance of R104 644pa will be payable.

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 MnyonganiF@ukzn.ac.za

Interested applicants are required to submit a letter of application & CV to **Ms Caroline Narsiah** (NarsiahC@ukzn.ac.za) by 19 December 2025.

Kindly note that the University of KwaZulu-Natal ("the University") is required to process any Personal Information (as defined by the Protection of Personal Act, 2013 "POPIA") submitted by candidates when applying for positions at the University. The provision of the Personal Information is a requirement in terms of the University's recruitment and selection process. The retention of any personal information is as a consequence of the University being bound by legislative requirements and / or good governance practices as well as record keeping for statistical purposes. The University will endeavour to ensure that the appropriate security measures are in place and implemented for both electronic and paper-based formats that are used for processing of the personal information recorded through this recruitment and selection process.