

EMBU UNIVERSITY COLLEGE

(A Constituent College of University of Nairobi)

VACANCIES

Embu University College was established as a Constituent College of the University of Nairobi through Legal Notice No. 65 of June 17th 2011. The College is looking for dynamic, visionary and result oriented people to fill in the following positions that are currently vacant.

1. DEPUTY PRINCIPAL (PLANNING, ADMINISTRATION AND FINANCE)

Duties and Responsibilities:

The Deputy Principal, Planning, Administration and Finance (PAF) will be the Principal Assistant to the University College Principal and will be in charge of Planning, Administration and Finance Division. The Deputy Principal (PAF) shall be the Head of Planning, Administration and Finance Division, whose primary functions include: planning and development, preparation and control of institutional budgets and overseeing the human resource and personnel sections of the University College.

2. DEPUTY PRINCIPAL (ACADEMIC, RESEARCH AND EXTENSION)

Duties and Responsibilities

The Deputy Principal, Academic, Research and Extension (ARE) will be the Principal Assistant to the University College Principal and will be in charge of Academic, Research and Extension. The Deputy Principal (ARE) shall be the Head of Academic Research and Extension Division whose primary functions include: Academic affairs, co-ordination of University College wide research, consultancies, innovation, outreach activities and overseeing linkages and partnerships with other institutions.

Qualifications and Experience for the Deputy Principals:

Applicants should:-

- Be Professors or Associate Professors who have at least 8 years experience in senior management positions with outstanding and internationally recognized scholarships record.
- Be well published and academic leaders in their areas of specialization.
- Must have held Senior Administrative posts, e.g., Dean, Director, Chairman of Department or Principal in a University setting with a demonstrated capacity for progressive and innovative leadership.
- Demonstrate competence in administrative and academic leadership in academic/research environment.

- Have a track record of success and performance characterized by visionary and strategic thought, rapid growth and service delivery as well as translation of ideas into value outputs.
- Have the capacity to motivate and influence staff, students and other stakeholders.
- Demonstrate evidence of outstanding ability to communicate effectively and good interpersonal skills.
- Show good understanding and commitment to the University coupled with a passion for promotion of learning, excellence in teaching, research and innovation with the highest ethical standards, integrity and professionalism.
- Have skills, capacity and determination to initiate and facilitate the development of relevant and quality society driven academic programmes.
- Have skills, capacity and determination to initiate and sustain linkages and networks for the promotion of scholarship.
- Have a good understanding of the national policies and strategies governing university education and training in Kenya.
- Have a broad awareness of the factors and conditions shaping the development of higher education in the country.
- Must be familiar with education and development policies of Government of Kenya and be aware of trends in higher education worldwide.

Terms and Conditions of Service for Deputy Principals

- Successful candidates will be offered a competitive remuneration package.
- Employment will be on a five (5) year contract renewable depending on performance and mutual agreement.

Applications should be addressed to the address below and should be received not later than **5.00 p.m, 23rd November, 2012.**

**The Vice Chancellor
University of Nairobi
P.O. BOX 30197-00100
NAIROBI**

3. SENIOR LECTURERS, LECTURERS AND TUTORIAL FELLOWS

Applicants are invited for post of Senior Lecturer, Lecturer and Tutorial Fellows in any of the following areas:

- Mathematics, Statistics, Physics, Chemistry, Biology, Biochemistry
- Agriculture and Agriculture related disciplines
- Agriculture Education and Extension
- Horticulture
- Agribusiness
- Agricultural Economics
- Agro-ecosystems and Environmental studies
- Land and Water Resource Management

A. SENIOR LECTURER

Applicants must be holders of a PhD degree in the relevant area from a recognized university. In addition the applicants must:

- Have at least three (3) years of university teaching as a full- time Lecturer after PhD qualification.
- Have successfully supervised at least three (3) Masters Students or one (1) PhD student since being appointed Lecturer.
- Show evidence of continued research including having published at least three (3) articles in refereed journals since being appointed Lecturer.
- Show evidence of attendance and contribution at learned conferences, seminars or workshops.
- Evidence of securing a grant either individually or as group since appointed as a Lecturer.

B. LECTURER

Applicants must be holders of a PhD degree in the relevant area from a recognized university. The following will be added advantage:

- Full-time university teaching experience as tutorial fellow or assistant lecturer.
- Evidence of attendance and contribution at learned conferences, seminars or workshops.
- Publication of papers in refereed journals.

C. TUTORIAL FELLOW

Applicants for the post of Tutorial Fellow must be holders of Masters Degree in the relevant field from a recognized university. They must be registered for a PhD degree in the area of specialization and teaching experience in a recognized university/tertiary college will be added advantage.

Terms and Conditions of Service for Senior Lecturers, Lecturers and Tutorial Fellows

- Successful, candidates will be offered a competitive remuneration package as offered in other constituent university colleges in Kenya.

- Employment will be on permanent terms except for Tutorial Fellows who will be employed on one (1) year contract renewable depending on progress toward achievement of the PhD degree.

How to Apply

Candidates who satisfy the requirements above should forward their applications, for the specific position, including an updated curriculum vitae and copies of academic and professional certificates and testimonials, plus names and contact addresses of three referees to the below address to be received not later than **5.00pm, 23rd November 2012**.

Candidates should request their referees to send the reference letters directly.

**The Principal
Embu University College
P. O. Box 6 - 60100, EMBU, KENYA**

Please Note That Embu University College is an Equal Opportunity Employer.