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

**FIXED TERM CONTRACT: 5 YEARS**

**INSTITUTIONAL PLANNING AND GOVERNANCE DIVISION**

**DIRECTOR: INSTITUTIONAL PLANNING**

**(PEROMNES GRADE 5)**

**WESTVILLE CAMPUS**

**REF NO. IPG02/2022**

The Director of Institutional Planning providesstrategic advice to the University Executive in relation to the higher education sector, with specific reference to academic planning, benchmarking, environmental scanning, and relevant national policies. The incumbent contributes towards the implementation of the University’s strategic plan, and manages all related planning systems effectively. S/he drives relevant institutional research and statistical reports to assist the Executive in making sound management decisions. The role has overall accountability for the Institutional Planning Department, by providing guidance and direction, strategic leadership, and ensuring operational efficiency and effectiveness; and establishes an effective planning framework that coordinates all institutional planning and reporting within the Institution.

The incumbent will report to the **Executive Director: Institutional Planning and Governance**

**MINIMUM JOB REQUIREMENTS AND EXPERIENCE:**

* Relevant research\_ or metrics-based Master’s degree (math’s, stats or other relevant), or equivalent post graduate qualification.
* A minimum of 10 years’ relevant work experience:
* at least 5 of which should be at a senior management level and include staff management, budget preparation and divisional administration
* and at least 5 years’ experience should be in the provision of Management Information, Institutional Planning and Institutional Research, in a busy and pressurised environment in a large organisation.

**Short-listed candidates may be required to make a presentation.**

**The total remuneration package offered includes benefits.**

**The closing date for receipt of applications is 09 September 2022. To apply please copy the following link into your browser:** [**https://ukzn.ci.hr**](https://ukzn.ci.hr)

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 endeavor 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.