



MALAWI UNIVERSITY OF SCIENCE AND TECHNOLOGY

JOB VACANCY

MANAGER OF QUALITY ENHANCEMENT, RESEARCH AND TRAINING

The Malawi University of Science and Technology (MUST) would like to recruit a Manager of Quality Enhancement, Research and Training to complement its efforts in pursuit of Excellence in the University service delivery.

THE ORGANISATION

The Malawi University of Science and Technology (MUST) is the fourth public University in Malawi, established in 2012. Its vision is to be a world-class centre of science and technology education, research and entrepreneurship. It comprises of four Schools: Malawi Institute of Technology, Ndata School of Climate and Earth Sciences, Academy of Medical Sciences, and Bingu School of Culture and Heritage.

The University has established an International Centre of Quality Management, Research and Training (ICQ) housed under the Academy of Medical Sciences. The overall objectives of the ICQ are twofold: a) to improve healthcare services in Malawi through evidence provision by evaluating quality improvement interventions, capacity building on quality management as well as promoting innovations and digital health applications b) enhance quality management at MUST. The Centre shall therefore support the newly established Quality Management Directorate (QMD) at the Ministry of Health and Population in improving the quality of healthcare service delivery in Malawi. It shall also collaborate very closely with all Schools and Directorates within MUST and other Universities in Malawi through innovative responses and capacity building. MUST intends therefore to engage a well-qualified professional to manage the activities of the Centre.

FUNCTIONS AND RESPONSIBILITIES OF MANAGER OF QUALITY ENHANCEMENT, RESEARCH AND TRAINING

The Manager of Quality Enhancement, Research and Training shall:

1. Develop framework for Quality Enhancement Training, Research, Health Program Evaluation and Innovations in Health.
2. Build capacity for quality health care services in Malawi through training of health workers.
3. Engage in quality improvement research to generate evidence based data to inform policy and practice that enhance quality in the healthcare service delivery.

4. Provide technical support services to the Quality Management Directorate (QMD) of the Ministry of Health and Population in improving the quality of healthcare service delivery in Malawi.
5. Document and disseminate evidence of best practices that have been evaluated locally or tried and worked elsewhere in quality enhancement and management to serve as models for improving quality in the health sectors.
6. Develop synergies of quality improvements within the health sector with training schools, directories and departments at MUST considering that quality enhancement and management issues are intertwined and cross-cutting.
7. Build capacity for quality enhancement and management within MUST by conducting relevant and regular training of staff and students on best quality standards.
8. Design standards and minimum requirements for service delivery both in academic and administrative service delivery at MUST and monitor compliance,
9. Interface with National Council for Higher Education and other national and international quality assurance bodies and agencies.
10. Responsible for guiding the University on matters of compliance with statutory and regulatory frameworks on quality management.
11. Carry out annual evaluations of programme content, delivery of teaching quality and student performance.
12. Conduct Annual Audit of curriculum implementation, student support services, research and outreach services, human and material resources, external examining, teaching and learning facilities at MUST with a view to recommend practical measures to improve and enhance quality.

QUALIFICATIONS AND ATTRIBUTES

Specifically, MUST requires a person who meets most of the following qualifications and attributes:

- i. a PhD holder in a field relevant to Quality Management and Enhancement
- ii. Teaching experience at tertiary level
- iii. Demonstrable ability to manage a Centre
- iv. Substantial scholarly achievement demonstrated by research outputs in the form of publications in refereed journals, conference proceedings and outreach services;
- v. Experience in curriculum development, implementation and review;
- vi. Experience in academic quality control and enhancement programmes;

- vii. A team builder who can demonstrate that she/he is able to foster a culture of innovation, creativity and openness, which values every individual's contribution while also ensuring productivity and growth;
- viii. Ability to co-ordinate and review work of others to enhance productivity;
- ix. An understanding of the challenges facing the health sector in Malawi;
- x. A thorough understanding of the core functions of the University, familiar with the challenges currently facing universities and an awareness of best practices that promote competitiveness of a University to attain high international ranking
- xi. Ability to attract resources through research projects and consultancy services;
- xii. Appropriate levels of IT skills to enable best use of available information and communication facilities;
- xiii. One who is able to communicate ideas clearly and persuasively;

TENURE OF THE POST AND REMUNERATION PACKAGE

The successful candidate shall be engaged on a three year renewable contracts based on satisfactory performance. The candidate shall be offered an attractive salary and benefits commensurate with seniority of the position and qualifications in line with the University's Conditions of Service.

METHOD OF APPLICATION

Interested candidates who meet the above qualifications and attributes should submit their applications, together with detailed curriculum vitae duly signed and dated not later than **30th August, 2019**. The curriculum vitae must include the following: the candidate's names in full; date of birth; academic qualifications; experiences in quality management, administration/management, teaching and learning, scholarly publications and names, physical addresses with e-mail of three of their chosen referees.

Applications must be submitted to:

University Registrar
Malawi University of Science and Technology
P O Box 5196
Limbe

For online submission: vacancy@must.ac.mw. Only shortlisted applicants will be acknowledged.