



The South African Council on Higher Education (CHE) is an independent statutory body established by the Higher Education Act (Act No. 101 of 1997). As the Quality Council for Higher Education in terms of the National Qualifications Act (Act No 67 of 2008) it advises the Minister of Higher Education and Training on all higher education issues and is responsible for quality assurance and promotion through the Higher Education Quality Committee.

Applications are invited from interested and suitably qualified candidates for appointment to the following position:

POSITION: DIRECTOR
DIRECTORATE: INSTITUTIONAL AUDITS
TOTAL COST OF EMPLOYMENT PACKAGE:
R948 174 - R1 116 918 PA

The Institutional Audits Directorate is responsible for assessing and/or reviewing quality assurance systems and processes in higher education institutions.

Reporting to the Chief Executive Officer, the CHE seeks a person with appropriate experience and expertise to:

- Provide leadership and management of the Institutional Audits Directorate, and direction for the system of institutional audits/reviews for higher education institutions;
- Ensure the credibility of the CHE's quality assurance system by developing, refining and implementing the system of institutional audits/reviews for public and private higher education institutions;
- Plan, manage and implement institutional audits/reviews for the higher education sector;
- Support the CEO in the roll-out and monitoring of the national system of quality assurance as a member of the Management Committee [MANCO];
- Provide strategic direction to peer experts and contract staff working on quality assurance and institutional audit/review projects;
- Work in an integrated way with other CHE Directorates to ensure that the knowledge and information at the disposal of each is leveraged for the benefit of the audit/review function;
- Work cooperatively with other CHE Directors in systems development, policy development and implementation to fulfil the QA functions of the CHE;
- Management, accounting and reporting as required on the financial and human resources at the disposal of the Institutional Audits Directorate in line with relevant policies and prescripts;
- Ensure effective and efficient systems (frameworks, policies, instruments and procedures) for the audit/review function;

- Communicate and liaise with higher education institutions, quality councils, the Department of Higher Education and Training and other stakeholders, as necessary;
- Account to the management and governance structures of the CHE and HEQC as required;
- Any other reasonable and related tasks which may be assigned to the Director from time to time.

The successful candidate should have:

A PhD in a relevant field plus extensive experience. The key areas of competence required for this position include:

- An understanding of the South African higher education system and the CHE's place in it, including in-depth knowledge of higher education policy and practice;
- Knowledge and understanding of quality assurance theory and practice supported by a minimum of five years' experience working with higher education institutions or in a higher education environment at provider and/or system level, especially in relation to higher education quality assurance issues;
- Knowledge of quality assurance generally;
- Insight into teaching and learning in higher education and the transformational challenges that confront the sector;
- Knowledge and experience of institutional audits, and acquaintance with international approaches and trends;
- High level writing, analytical and presentational skills;
- Ability to manage projects, facilitate workshops and speak in public;
- An ability to direct the work of the Directorate with initiative and efficiency;
- Knowledge and experience of data management and data analysis, and advanced computer literacy skills;
- A high ethical standard.

Competencies (knowledge/skills/attributes): The candidate must demonstrate the following competencies:

Building the vision; conceptual and strategic thinking; Organisational commitment; Coaching and developing others; managing change; intellectual capacity management; integrity; monitoring, evaluation and compliance management; system thinking; developing and maintaining relationships; provide accurate budget plans and monitor expenses; exercise good judgment in making decisions; planning and organising; excellent interpersonal skills; ability to interact professionally with diverse individuals and groups; ability to develop and maintain good work related relationships; high level of professionalism and integrity.

APPLICATION PROCEDURES

To apply please submit a completed job application form available from the CHE website (www.che.ac.za/newsroom/vacancies), a CV and certified copies of qualifications accompanied by a detailed motivation regarding your suitability for

the position, as well as how you meet each of the stipulated requirements. The names and contact numbers of three work related referees should be provided. **Applications not on the prescribed application form and submitted without the certified copies attached will not be considered.**

Applications must be forwarded to Affirmative Portfolios, for attention Sacha Meyerson via e-mail to recruitment@affirm.co.za by fax to 086 608 1238 or hand delivered to 1st Floor, Block A, 66 Rivonia Road, Sandton.

Correspondence will be limited to shortlisted candidates. If you have not been contacted within 30 days after the closing date, please consider your application as unsuccessful. Shortlisted candidates will be required to undergo psychometric tests and competency assessments to determine their suitability for employment.

Further details pertaining to conditions of service including remuneration are available from +27 12 349 3872 or email Mashiane.m@che.ac.za The CHE is committed to Employment Equity and aims to attract and retain talented individuals to achieve its equity objectives. Therefore, people from designated groups, including those with disabilities, are encouraged to apply.

Closing date: 20 July 2018. No late applications will be considered.

