

Job Description: Deputy Vice Chancellor – Academics

Position Title: Deputy Vice Chancellor – Academics

Reports To: Vice Chancellor

Department: Academic Affairs

Location: Remote

Job Type: Full-time

Position Overview

The Deputy Vice Chancellor – Academic provides strategic and operational leadership for all academic functions of the University. The role is responsible for ensuring academic excellence, maintaining academic standards, driving continuous improvement, and overseeing curriculum, teaching quality, student experience, and academic staffing. The DVC Academics works closely with Deans, Directors, faculty, and administrative units to support the institution's academic mission and long-term goals. Responsible for driving a research-oriented culture, ensures compliance with regulatory and ethical standards, and supports the Universities' objectives for academic excellence and global recognition.

Key Responsibilities

Academic Strategy & Quality Assurance

- Lead the development and implementation of academic strategy aligned with the university's vision and mission.
- Oversee curriculum design, program innovation, and quality assurance systems.
- Ensure compliance with accreditation standards and regulatory requirements.
- Drive continuous improvement in teaching quality, learning outcomes, and student experience.

Research Leadership & Funding

- Develop and execute the institution's research strategy aligned with long-term goals.
- Oversee research policy, funding growth, and enhancement of research output and impact.
- Build partnerships with government, industry, and international universities.
- Lead efforts to secure internal and external funding through grants, contracts, and collaborations.

- Establish performance metrics for research departments and faculties.

Student Retention, Experience & Services

- Provide visionary leadership for student retention by shaping and aligning academic policies, fostering proactive faculty engagement, and spearheading innovative retention strategies in collaboration with the Retention Team
- Oversee student academic services including advising, learning support, and grievance processes.
- Promote initiatives that enhance student satisfaction, retention, and success.
- Ensure integration of digital learning and innovative student support systems.

Governance & Collaboration

- Lead academic governance through Senate/Academic Council and relevant committees.
- Collaborate with academic, marketing, admissions, IT, and administrative units for seamless operations.
- Provide periodic reports to the Vice Chancellor and governing bodies on academic and research performance.

Global Representation & Partnerships

- Represent the institution at academic forums, conferences, and regulatory meetings worldwide.
- Expand institutional networks through MOUs, consortiums, and collaborative projects.
- Lead initiatives related to internationalization, program expansion, and academic partnerships.

Qualifications & Experience

- PhD or terminal degree in a relevant field from a recognized institution.
- Minimum 10–15 years of progressive academic leadership experience.
- Proven record in academic administration, policy development, and quality assurance.
- Experience in accreditation processes and academic governance systems.
- Strong understanding of higher education trends and best practices.

Skills & Competencies

- Strategic leadership and decision-making skills.

- Excellent communication and interpersonal abilities.
 - Strong analytical, organizational, and project management skills.
 - Ability to build relationships across diverse academic and administrative units.
 - Commitment to academic excellence, integrity, and institutional values.
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Key Performance Indicators (KPIs)

- Successful implementation of academic policies and governance effectiveness.
- Growth in research output, impact, and funding secured annually.
- Improvement in teaching quality metrics and faculty performance.
- Accreditation success of new programs and compliance with regulatory standards.
- Student satisfaction and retention rates.
- Expansion of international partnerships and collaborative initiatives