

UNIVERSITY OF SOUTH AFRICA

GRADUATE SCHOOL OF BUSINESS LEADERSHIP

DEPARTMENT: OPERATIONS MANAGEMENT

POSITION: PROFESSOR (P5) / ASSOCIATE PROFESSOR (P6) X1: OPERATIONS MANAGEMENT

(REF: SBL/OM/014-2023)

University of South Africa (UNISA) is a publicly funded Higher Education Institution in South Africa dedicated to distance education. In keeping with its mandate as a Comprehensive, Open Distance and e-Learning (CODeL +) Institution offering a variety of academic and career-focused programmes.

Located in Midrand, on the N1 between Johannesburg and Pretoria, Unisa Graduate School of Business Leadership (GSBL) is one of the leading business schools in South Africa. The GSBL offers a Post Graduate Diploma in Business Administration (PGDBA), a Master of Business Leadership (MBL), a Master of Business Administration (MBA), and a Doctor of Business Leadership (DBL) as well as several Executive Education programmes. The SBL is committed to its vision: "To be the leading business school in Africa, trusted to create leaders of distinction."

Even though the Covid-19 pandemic has fundamentally changed how we work, and how we support our students and communities, the SBL is reinventing itself to be at the forefront of shaping new business agendas by seeking value-adding ways in four research focus areas: (1) Responsible Leadership in Practice; (2) Sustainable Livelihoods; (3) Intra-Africa Trade and Investment; and (4) Digital Transformation and Investment.

The UNISA SBL is inviting applications for the position of **Professor (P5) / Associate Professor (P6)x1: Operations Management**.

Purpose of the Position

- to provide general academic leadership in the development of curricula by applying UNISA's Comprehensive Open Distance and e-Learning (CODeL) tuition delivery model and SBL policies and procedures and ensuring that the School's curricula contribute to graduation of students.
- contribute to achieving the department's strategic and operational objectives.

KEY PERFORMANCE AREAS

KPA 1: Tuition, Student Assessment and Support

- Keep up to date national and international trends in their discipline
- Oversees and participates in the development of curricula that will support the Programme Qualification Mix (PQM) of the School that will contribute towards student graduation
- Oversees the implementation of the CODeL and blended tuition delivery model
- Teaches postgraduate papers/ modules
- Implements measures to improve student throughput, success, and attrition rates
- Evaluates tutorial material of colleagues and oversees that it is improved
- Acts as course coordinator
- Supervises Master and Doctoral students
- Utilises myUNISA and edsOnline to enhance tuition
- Leads and guides the discussion on fundamentally rethinking, revising and implementing assessment practices
- Set as well as manages, monitors and moderates the effects of formative, as well as summative assessment

- Develops measures to improve student throughput, success, and attrition rates and oversees that these are implemented
- Provides leadership in planning, organisation, and implementing processes and structures to improve supervision of postgraduate students
- Examines Master's and Doctoral students' examination scripts as external examiner and/or second examiner.
- Examines Master's and Doctoral theses/dissertations and report on these
- Fulfils the role of peer reviewer for the academic outputs of colleagues and academics from other tertiary institutions
- Conduct discussion classes, group visits and lectures
- Ensures that all deadlines are met
- Ensures compliance with the School's Quality Assurance Framework, as well as those of the HEQC
- Ensures compliance with the School's Service Charter.

KPA 2: Research

- Undertakes post graduate doctoral studies (research beyond the doctorate and not necessarily following postgraduate programme)
- Conduct research that could be discipline, field and/ or subject specific in order to produce at least five accredited research outputs in a period of three years, thereby enhancing the University's standing as a research institute of international repute
- Serves as Project Team Leader to conduct research
- Coordinates and implements processes and structures to improve supervision of postgraduates students
- Approves research proposals
- Supervises Master and Doctoral students
- Collaborates with and supports Master and Doctoral students to publishes articles based on their research in accredited journals and by being involved as co-author of research articles
- Develops methods to increase the completion of Master and Doctoral dissertations/theses
- Participates and organises conferences, research colloquiums, workshops and seminars in order to enhance research outputs and improve discipline knowledge.
- Reads papers at conferences, colloquiums, workshops, and seminars in order to enhance research outputs and improve discipline knowledge.
- Participates actively in College and School research colloquiums and seminars by doing presentations based on own research and discipline knowledge.
- Invites African and international scholars
- Peer review articles and books
- Determines own developmental path to become a National Research Foundation (NRF) rated scientist
- Mentors young upcoming researchers
- Initiates and participates in reflective research projects and encourages integration into teaching and learning practices
- Promotes CODEL research
- Applied for NRF rating when criteria are met

KPA 3: Community Engagement

- Participates in curriculum related community engagement and/or research-related community engagement
- Participates in community development and capacity building where the skills and knowledge of individuals are developed in order to address specific needs of communities, resulting in capacity building
- Consciously seeks to present a good impression of UNISA in all engagements with communities, prospective students and students, as well as the public.

KPA 4: Academic Citizenship

- Participates voluntarily in University structures/ committees on various levels

- Makes contributions relevant to own discipline expertise within the University (thus not only within the particular academic department), as well as internationally
- Involved with professional, national and international bodies/boards that are related to own discipline expertise.
- Conducts editorial work for journals in relevant discipline(s)
- Actively contributes towards decision making in the department and University
- Diligently and efficiently fulfils committee responsibilities.

KPA 5: Academic Leadership

- Provides general academic leadership and mentors academic colleagues in the discipline
- Mentors' colleagues, to enhance their research skills and outputs
- Coordinates departmental activities in a discipline area
- Offers expertise in discipline and didactics, as well as research methodology
- Oversees and monitors the work of academics and other staff
- Leads/chairs/coordinates departmental committees, task, and administrative teams
- Becomes an NRF rated researcher, or a researcher rated by an equivalent body.

Requirements

Qualification

- A relevant PhD or Doctorate (NQF Level 10) with special focus on Operations Management or related fields

Experience

- Must have at least 5 years teaching experience (for Full Professor)
- Must have at least 4 years teaching experience (for Associate Professor)
- Proven research profile and consistent publication record in accredited journals, peer-reviewed conference proceedings, books or book chapters in line with the Unisa Research and Innovation Policy at this level or appropriate experience will be considered:
 - 7 research outputs in five years OR 5 research outputs in three years (Full Professor from academia)
 - 5.5 research outputs in five years OR 3.5 research outputs in three years (Associate Professor from academia)
- A proven record of supervision of research Masters' and Doctoral students to completion:
 - Two Masters' students and/ or Doctoral candidate supervised to completion (Full Professor)
 - One Masters' student supervised to completion (Associate Professor)
- Evidence of satisfactory student pass rates (where possible) in the past two years of employment at their institution
- Research output must be accredited guided by the DHET Research Policy

Field of Expertise for this position:

- A record of accomplishments in the field of Operations Management.

Recommendations:

- An NRF rating or proof of application thereof would be an advantage.
- Experience with teaching in an ODeL environment
- Active academic citizenship roles
- Proven record of national/ international collaborations

How to Apply:

To be considered for a position, applicants must meet all the generic requirements plus the specific requirements as stated per position. If found suitable for appointment, Unisa may offer an applicant a position at a level other than the level that was applied for. Furthermore, Unisa reserves the right to offer the applicant a contract appointment.

**TEACHING STATEMENT:**

All applicants to attach a teaching statement (max 2 000 words) to their application as specified in one of the following options:

Option A: External applicants and internal applicants (from non-academic positions) – Describe how you intend to approach teaching and learning by taking into account the information in the policies listed below:

- Unisa's Tuition Policy
- Unisa's Open Distance Learning Policy
- Unisa's Assessment Policy
- Curriculum Policy
- Open Distance Learning (ODL) Pedagogy

The above-mentioned Policies of UNISA can be accessed on the web using a search engine. In the event that you cannot trace the ODL Pedagogy policy finalise your teaching statement without it.

Option B: Internal applicants (from academic positions) – Explain your:

- Involvement in, or approach to, Open Distance Learning
- Approach to fostering a learner-centered approach
- Involvement in, or approach to, teaching at either undergraduate or postgraduate level
- Involvement in developing study material as an individual or in a team approach.
- The extent to which you have, or would, use an electronic learning platform for teaching.
- Your pass success rates in the courses you teach/taught and your plan to increase or maintain these rates.
- A peer and student evaluation of your teaching
- Your involvement in and provision of learner support to students

ACTIVITY:



The teaching statement must be supported by a portfolio of evidence which may be requested from short listed candidates at the interview.

Candidates are expected to submit a research reflection or portfolio.

APPLICATION FORM FOR A PERMANENT ACADEMIC POST

FOR MORE INFORMATION ON ACADEMIC POSITIONS (LEVELS) OPEN THE LINK OF THE POSITION YOU WHICH TO APPLY FOR:

POSITION: PROFESSOR

POSITION: ASSOCIATE PROFESSOR

Assumption of duty: As soon as possible
Salary: Remuneration is commensurate with the seniority of the of the Position
Closing Date: 22 October 2023

Please note that Skill Placement has been appointed as the service provider for the response handling process and all correspondence.

Enquiries: Mr. Enias Chingwe – 082 045 0264/011 047 0090 application can be forwarded by email to: enias@skillplace.co.za

Interested candidates should send a teaching statement (max 2000 words) as specified in the options under teaching statement above, a completed application form for a permanent academic post, a detailed comprehensive Curriculum Vitae, and copies of the following documents:

- All educational qualifications;
- Identity document; and
- Proof of SAQA verification of foreign qualifications, where relevant.

The contact details of three contactable references must be provided, one which must be from your present employer. Should you not be currently employed a contactable reference from your previous employer must be provided. Short-listed candidates will be required to prepare a presentation on the interview date

The detailed advertisement together with the prescribed application form can be found on the UNISA website (<http://www.unisa.ac.za/vacancies>). UNISA is not obliged to fill an advertised position. Late, incomplete, and incorrect applications will not be considered. Recommended candidates might be subjected to competency assessment

We welcome applications from persons with disabilities.

Appointments will be made in accordance with UNISA's Employment Equity Plan and other applicable legislation.