



## VACANCY ANNOUNCEMENT

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### Vacancy for Senior Level Administrative Position

The University of Ghana hereby, invites applications from suitably qualified persons for the position of **Provost, College of Basic and Applied Sciences** to take effect from **1<sup>st</sup> August 2024**.

**POSITION:** Provost, College of Basic and Applied Sciences

**REPORTING TO:** The Vice-Chancellor

**OBJECTIVES OF THE COLLEGE:** The College of Basic and Applied Sciences shall advance the objectives of each of its constituent Units and shall in particular:

1. Develop world-class scientists to meet national and global; developmental needs through quality teaching, learning, research, innovation and extension;
2. Enhance employee capacity through systematic staff development programmes;
3. Enhance research capabilities of staff for increased output in teaching and publications;
4. Develop effective processes for public engagement through extension services, policy development and advocacy; and
5. Create a congenial environment for teaching research and student learning experiences.

The College of Basic and Applied Sciences comprises the following academic and research units:

1. School of Physical and Mathematical Sciences
2. School of Biological Sciences
3. School of Agriculture
4. School of Engineering Sciences
5. School of Veterinary Medicine
6. Institute for Environment and Sanitation Studies
7. Institute of Applied Science and Technology

8. West Africa Centre for Crop Improvement (WACCI)
9. Biotechnology Centre
10. West African Centre for Cell Biology of Infectious Pathogens (WACCBIP)
11. Centre for Climate Change and Sustainability Studies

## **DUTIES**

The Provost shall be responsible for:

- a. The management of the College and for driving the growth and development of the College under the direction of the Vice-Chancellor;
- b. Coordinating the various units of the College;
- c. Mobilising resources and raising funds for the College
- d. Implementing policy decisions affecting the College; and
- e. Overseeing the long-term development of the Agricultural Research Centres with the aim of making them viable in both research and productivity.

## **QUALIFICATIONS AND ATTRIBUTES**

The Provost is the academic and administrative head of the College and is required to provide administrative and academic direction and leadership, as determined by the Council and Academic Board of the University.

The Provost must:

- a. Be a Professor or a person from industry eligible for that position.
- b. Demonstrate capacity to manage the College and for driving the growth and development of the College under the direction of the Vice-Chancellor.
- c. Provide evidence of managerial and administrative leadership and capacity to coordinate the various units of the College.
- d. Demonstrate capacity to attract funding for research and development for the College.
- e. Be able to implement the policy decisions affecting the College.
- f. Be able to serve at least one term in office.

## **TENURE**

The person appointed Provost, College of Basic and Applied Sciences should be able to serve at least one term of three years on terms and conditions recommended by the Appointments Board and is eligible for re-appointment for a further term of up to three years.

## **METHOD OF APPLICATION**

Applicants are required to submit the complete application pack addressed to the Registrar, University of Ghana, through [vacancies@ug.edu.gh](mailto:vacancies@ug.edu.gh) (Electronic copy only). Hard copy applications will not be accepted.

**The application pack should be submitted as a single PDF file and should contain the following:**

- i. Completed application form for Senior Level Administrative Positions (UAB Form 1C) to be downloaded from the University's website at [www.ug.edu.gh/hrodd/](http://www.ug.edu.gh/hrodd/).
- ii. An up-to-date Curriculum Vitae and copies of relevant academic and/or professional certificates.
- iii. A statement of about 2,500 words (not more than five pages) indicating how the applicant intends to use the period in office to address relevant issues that will ensure that the University achieves its mission and vision **as contained in the University of Ghana Strategic Plan (2024-2029). The new UG Strategic Plan, 2024-2029 can be downloaded at:** <http://www.ug.edu.gh/pad/publication/ug-strategic-plan>

Further information about the University of Ghana may be found on the University website at [www.ug.edu.gh](http://www.ug.edu.gh).

Only shortlisted applicants will be contacted.

## **CLOSING DATE**

- Applications should reach the **Registrar** through [vacancies@ug.edu.gh](mailto:vacancies@ug.edu.gh) not later than the close of day on **31<sup>st</sup> May 2024**.
- Additionally, as part of the application, applicants should submit the names, telephone and email details of three persons familiar with their professional competencies, and who are willing to provide references for the applicant.

**REGISTRAR**

**30<sup>TH</sup> APRIL 2024**