



THE STATE UNIVERSITY OF ZANZIBAR

VACANCY ANNOUNCEMENT FOR ACADEMIC LEADERSHIP POSITIONS

Background

The Council of the State University of Zanzibar in its 81st meeting held on 31st August, 2025 resolved that the University Management shall advertise the vacant positions of Deans and Directors, with eligibility limited to internal staff of the State University of Zanzibar.

Vacancies

Following the endorsement by the University Council, the University is hereby announcing the following vacant posts:

Deanship positions for the following schools of the University:

1. Dean of School of Business;
2. Dean of School of Agriculture;
3. Dean of School of Natural and Social Sciences;
4. Dean of School of Education;
5. Dean of School of Dentistry;
6. Dean of School of Computing, Communication and Media Studies.

Directorship positions for the following directorate and institute of the University:

1. Director of Institute of Marine Studies;
2. Director of Directorate of Postgraduate, Research and Consultancies.

Eligibility for the Positions

Candidates for the aforementioned vacant positions should possess the following qualifications:

- Be a permanent staff of SUZA and should not be on leave without pay or study leave;
- PhD in the relevant field of which the School/Institute/Directorate the candidate applies for;
- Must have at least three years of experience in leadership and be able to effectively manage a School/Directorate in academic activities.

Duties and Responsibilities

As a Dean/Director generally the candidate is responsible for the effective and efficient operation of the School/Institute/Directorate within the policies, directions and plans of the University as a whole, cooperatively leading the academic departments within it towards improved productivity.

Specifically, As a Dean/Director, under the general direction of the Deputy Vice Chancellor for Academic, Research and Consultancy the candidate shall have the following responsibilities:

1. Overall responsibility of direction, organization and administration of academic departments within the School/Institute/Directorate;
2. Effectively co-ordinate the Planning, Administration, Finance & Development functions in the School/Institute/Directorate;
3. Be responsible to the Deputy Vice Chancellor for Academic, Research and Consultancy for the management of personnel and personnel matters, and the general conduct and discipline of staff to ensure academic departments' integrity and accreditation;
4. Coordinate the design, implementation, revision and evaluation of the curriculum;
5. Ensure sound financial controls to support the mission of academic departments within the School/Institute/Directorate;
6. Ensure timely preparation and implementation of the the School/Institute/Directorate's budget estimates;
7. Be responsible for developing a coherent, realistic strategic plan which advances the mission of the academic departments and School/Institute/Directorate as a whole.
8. Advise DVC ARC to promote learning, teaching, research and development in the School/Institute/Directorate.
9. Perform any other related duties as may be assigned by the DVC ARC.

Tenure:

The Dean/Director shall serve the office for a term of three (3) years and may be re-appointed for another term of three (3) years subject to the Council's approval upon evidence of excellent performance.

Requirements:

Submitted applications should include the following:

- a) Application letter;
- b) A detailed Curriculum Vitae (CV);
- c) A statement of purpose (i.e. a statement that indicates a concise plan for development of the School/Institute/Directorate in the next three years). Applicants who have served their first terms as Deans or Directors, should elaborate in their statement of purpose, what they have contributed to the University Strategic Plan and University vision in relation with the development of

their respective Schools/Directorates/Institutes during the period of their services.

Mode of Application and Deadline:

All applications should be submitted to the office of the Vice-Chancellor, State University of Zanzibar (SUZA), P. O. Box 146, Zanzibar-Tanzania in hard copies by 10th October, 2025.

NOTE:

Applicant should apply for only one post.

Only qualified candidates will be shortlisted for interview.