



## **TERMS OF REFERENCE**

**Technical Assistance  
for  
School of Business & Management**

## **1. SERVICES REQUIRED**

The Solomon Islands National University seeks the expertise of an accomplished academic administrator to carry out a number of specific activities under the overall guidance of the Dean of the SBM. This engagement is for a period of 3 months.

## **2. BACKGROUND AND RATIONALE**

Since becoming a University in 2013, SINU has grown considerably in many areas. The School of Business and Management has also commensurately grown and is now the 2<sup>nd</sup> largest school at the University. The School houses the Institute of Tourism and Hospitality (ITH) and the Departments of Accounting, Finance, Banking and Management.

SINU's schools are led by Deans. At present there is no associate dean, or accountable heads of departments. The ITH has a strong leadership and presence at the University and in the industry. But given the size, the accounting, business and management components need considerable boosting in administrative support.

The present short term technical and administrative support for the School is to provide specific support to the School and the Dean to boost specific areas of the School as outlined below

## **3. PURPOSE**

This project is aimed to achieve the following outcomes:

- 3.0 The expert shall do the necessary paperwork to create a Department of Economics, Banking and Finance in the School, and chart out the academic activities of the Department, including drafting the necessary new programmes for consultation with industry and stakeholders.
- 3.1 The University runs teacher training programmes under the School of Education & Humanities. This school teaches units in Accounting and business for students undertaking Diploma and Bachelor programmes. The University is now realigning its school structure to boost 'content' in the secondary teacher training programmes. This requires accountable heads of the relevant content subjects. For this purpose, the content subjects are moved to the relevant schools. The expert will manage the process of bringing all accounting and business related units from others schools, to come under the SBM. Likewise, the expert will provide an efficient transition for the SBM to let subjects in which it is not an expert, like Communication, be realigned to the school they should rightfully belong to. This alignment must also clearly spell out the accounting, economics and business units which should be part of the Teacher training programs to ensure that teacher trainees are well equipped with subject content.
- 3.2 A major problem that SINU currently faces is the lack of adequately prepared students from the high school system who "qualify" to enter the University. While the Ministry of Education is addressing this issue, SINU has decided to take action by advancing into all post Form 5 education, more specifically, in providing units at the year 12 and year 13 levels to prepare competent students for SINU and other Universities. The expert shall help the School develop the core programmes at years 12 and year 13 in Accounting and Economics.
- 3.3 Given the strong demand for business management expertise in the country, SINU is now considering developing programmes in Business Administration – specifically:

- 3.3.1 an Executive Diploma in Business Administration (UG level)
- 3.3.2 an Executive Bachelor in Business Administration (UG level)
- 3.3.3 an Executive Post Graduate Diploma in Business Administration (PG level), and
- 3.3.4 an Executive MBA.

The expert will draft the core elements of the executive business management programmes, and carry out the necessary consultations with the industry to identify experts in delivering the executive elements of each programme.

#### **4. QUALIFICATIONS/EXPERTISE**

The expert should have a PhD degree in Economics, Banking or Finance, credible publications, experience with executive business administration programmes or experience at senior levels in the business environment, and extensive experience in administration in a business school environment at a University.

#### **5. TIMELINE**

The listed work is expected to be completed before end of August 2019.

#### **6. EOI**

Those who meet the requirements should apply through sending their CVs, and their all-inclusive price offer, to: [tenderboard@sinu.edu.sb](mailto:tenderboard@sinu.edu.sb) by 4pm, Friday 10 May, 2019. For enquires please contact: Faith Palapu at [faith.palapu@sinu.edu.sb](mailto:faith.palapu@sinu.edu.sb)

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