



JOB DESCRIPTION FOR DEAN OF FACULTY OF SCIENCE AND TECHNOLOGY

Title:	Dean of Faculty of Science and Technology
School/Division:	Faculty of Science and Technology (FST)
Band:	Band 7
Category:	Academic Management
Reports to:	Vice Chancellor
Location/Campus:	SINU, Panatina Campus
Direct Reports:	Head of School

1. SUMMARY OF DUTIES

Reporting to the Vice Chancellor, this position is in the management tier of the University. As such, the position is a highly responsible position, responsible for the integrity of the academic services of the Faculty of Science and Technology. Specific requirements are as follows:

2. MAIN DUTIES AND RESPONSIBILITIES

2.1. Roles and responsibilities

- Provide academic and professional leadership to the faculty.
- Ensure that the programs offered by the faculty are of high quality and always meet the standards of professional institutions and accreditation bodies.
- Develop and maintain links with relevant accreditation authorities within and outside the Solomon Islands.
- Ensure that the programs within the faculty are relevant to the industry, and meet the relevant human resource needs of the country.
- Ensure that all programs within the faculty are regularly revised and externally reviewed within the provisions of the regulations of the University.
- Ensure that a vibrant research, publishing and consultancy culture is developed in the faculty, and mentor staff in research, publishing and consultancy.
- Direct and coordinate the activities of the heads of academic sections that fall within the faculty.
- Lead and be responsible for the preparation and approval of the faculty's annual budgets.
- Ensure that all sections and staff of the faculty operate within the policy framework of the University.

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- Advise the Vice Chancellor and the University Senate on academic, administrative and financial issues relating to the faculty and/or affecting the Faculty and the University.
- Undertake any related responsibility assigned by the Vice Chancellor to further the work and welfare of the Faculty and the University.

2.2. Skills and attributes necessary

- Demonstrated academic leadership.
- Exceptional communication and interpersonal skills.
- A commitment to high performance, meeting targets, and the effective management of the Faculty.
- Sound knowledge of the tertiary educational sector and the ability to raise the profile of the Faculty within the tertiary education sector. A strong advocate of the Faculty and its constituents.
- A solid record of performance in teaching, research and publication.
- Outstanding record of research leadership.
- Excellent strategic vision and ability to manage operations of the Faculty with a focus on its immediate, medium-term and long-term development.
- Demonstrated management experience at a comparable level in higher education institutions.
- Ability and commitment to working with a new team to build a new university.

3. QUALIFICATIONS REQUIRED

3.1. Educational Background

- The Dean must be an academic leader with a commensurate record in research/publication, teaching, and management. He/she must be able to demonstrate within a higher education environment effective personnel, entrepreneurial, management and financial skills; excellent interpersonal and negotiation skills, and understanding ability to implement equal opportunity principles. The successful candidates should have a Doctoral Degree (PhD) or equivalent in an area relevant to the school, more than 10 years of academic teaching and research/publishing experience, or an equivalent combination of education and commercial experience of at least 10 years. In exceptional cases, the University shall consider applicants with lower academic qualifications but with excellent hands-on commercial/research experience in any of the areas which fall under the ambit of the school.



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4. TERMS AND CONDITIONS

The position of Dean is for Five (5) years under an employment contract. The contract is renewable and subject to good performance

About the Faculty of Science and Technology

The Faculty of Science and Technology (FST) is the science and technology hub of the Solomon Islands National University (SINU). It offers courses in the pure and applied sciences. While the Faculty is new, it is steadily growing with our total intake doubled for this year. The Faculty is committed to fostering a dynamic learning environment that promotes innovation, collaboration and excellence. The Faculty is comprised of three schools; 1. **School of Science**, 2. **School of Built Environment** and 3. **School of Transportation**.

The School of Science has five departments which include i. Biology, ii. Physics iii. Chemistry iv. mathematics and v. Computer science. It currently offers five bachelor courses/programs and working towards rolling out Postgraduate programmes from 2025. The departments under the School of Built Environment are civil engineering and surveying, mechanical engineering, electrical and electronic engineering and building and construction. The School of Transportation has the Solomon Islands Maritime College and the Department of Automotive Engineering.

The Faculty of Science and Technology is hosted on three campuses of the SINU. The School of Science is located at the Panatina campus and the School of Built Environment is located at the Kukum campus. The School of Transportation's Maritime Academy is located at Ranadi campus and the School of Transportation's Automotive Engineering department is located at Kukum campus.