

# VACANCIES

## DIRECTOR OF RESEARCH, INNOVATION AND POSTGRADUATE STUDIES

The University of Malawi (UNIMA), a leading public higher education institution committed to excellence in teaching, research, innovation, and community engagement, invites applications from suitably qualified, experienced, results-oriented and highly motivated individuals for appointment to the following positions:

### DIRECTOR OF RESEARCH, INNOVATION, AND POSTGRADUATE STUDIES

#### STRATEGIC PURPOSE OF THE POSITION

The Director will provide strategic leadership and oversight for research development, innovation and commercialization, postgraduate studies, and research governance to enhance the University's global research profile, impact, and competitiveness.

#### KEY DUTIES AND RESPONSIBILITIES

Reporting to the Deputy Vice-Chancellor, the successful candidate will be responsible for, but not limited to, the following:

1. Develop and implement UNIMA's institutional research, innovation and postgraduate strategies in line with the University Strategic Plan.
2. Provide leadership in promoting high-quality, impactful and interdisciplinary research across all schools and research centres.
3. Oversee postgraduate academic policies, quality assurance, supervision standards and timely completion of postgraduate programmes.
4. Lead the development of innovation, technology transfer, intellectual property (IP) management and commercialization frameworks.
5. Mobilize research funding through grants, partnerships, consultancies and donor engagement at national, regional and international levels.

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6. Strengthen research ethics, integrity, compliance and governance systems.
  7. Establish and manage strategic collaborations with industry, government, development partners and international institutions.
  8. Promote staff and postgraduate research capacity development, including training in grant writing, supervision and research management.
  9. Monitor and report on institutional research performance, outputs, rankings and impact metrics.
  10. Provide secretariat and technical leadership to relevant University research and postgraduate committees.
  11. Supervise the Head of Research and Innovation, the Head of Postgraduate Studies and the Heads of Research Centres.

## QUALIFICATIONS AND EXPERIENCE

Applicants must meet the following minimum requirements:

- A PhD or equivalent doctoral qualification from a recognized university.
- Senior academic rank (Senior Lecturer or above) or substantial senior-level research management experience in a higher education or research institution.
- Demonstrated track record of research, publications and successful grant acquisition.
- At least 7 years of progressively responsible experience in research leadership, postgraduate administration, or research and innovation management.
- Proven experience in strategic planning, policy development and institutional leadership.

- Strong understanding of research governance, ethics, intellectual property and innovation systems.
- Experience in building and managing national and international research partnerships.

## MODE OF APPLICATION

Interested candidates should submit the following:

1. A signed application letter clearly stating the position applied for;
2. A detailed Curriculum Vitae highlighting leadership, research, and strategic contributions;
3. Certified copies of academic and professional certificates;
4. Names and contact details of three (3) traceable referees, at least one of whom should be an immediate supervisor.

Applications, clearly headed "Application for Director of Research, Innovation and Postgraduate Studies" should be sent to: [vacancies@unima.ac.mw](mailto:vacancies@unima.ac.mw).

Closing Date: Applications must be received **on or before 2<sup>nd</sup> February, 2026**. Only shortlisted candidates will be contacted.