Dean of the Faculty of Entrepreneurship and Economic Transformation
Job Specification
Post Number: 1011

Cornerstone Institute - A World Class University from the Cape Flats that provides teaching and learning in service of others to advance human dignity and social justice for all.

Two out of three South Africans aged 18 to 28 are unemployed. It is estimated that this figure will grow significantly over the next 25 years unless we drive an aggressive entrepreneurial programme of action. As part of our continued programme of education, training and development of business leadership practitioners in response to passive levels of poverty throughout Africa, Cornerstone Institute aims to appoint a Dean of the Faculty of Entrepreneurship and Economic Transformation. The successful candidate will have an appropriate Doctoral Degree and a proven track record in relevant fields of education and entrepreneurship. The Dean’s primary purpose will be to provide leadership and ensure high quality and standards for our Faculty’s teaching, learning, community engagement and research programmes. The Dean will lead and manage a team of departmental heads and lecturers. His/ her core functions will include strategic and operational planning matters, human resource management and curriculum development, implementation and review. The Dean will also have a central role to play in Cornerstone’s marketing and recruitment drives. The Dean reports to the CEO.

Requirements:

- A relevant Doctoral qualification.
- Experience in teaching students at tertiary level in both on-campus and online environments.
- Entrepreneurial experience and effective leadership and management skills.
- The ability to communicate effectively (verbally and in writing) with all levels of the Cornerstone community and external organisations.
- A high level of organisational skills.
- An enthusiastic, self-motivated individual with the ability to work autonomously or in a team in a pressurised environment.
- Proficiency in Microsoft Office productivity and any other relevant software.

Responsibilities:

- Participate in Cornerstone’s Management Team and work with the Chief Executive Officer in leading and managing the Institute as a whole.
- Provide academic leadership to the faculty, including all aspects of teaching, learning, community engagement and research.
• Lead proposal development, including budgets for the stability, viability and sustainability of the Faculty and the Institute as a whole.
• Ensure that Faculty meet targets as part of the planning and resources allocation process.
• Lead and deploy Faculty staffing as required in order to achieve optimal effectiveness.
• Maintain and improve the academic quality and health of all programmes based in the Faculty.
• Ensure the best possible experience for students in the Faculty, alignment to the needs of the external environment and articulation with other higher education institutions.
• Increase the visibility of Cornerstone Institute and the Faculty of Entrepreneurship and Economic Transformation in the market and attract students to the programmes offered in the Faculty and Cornerstone Institute.
• Undertake any other duties and responsibilities commensurate with the grade of the post under the leadership and management of the Chief Executive Officer.

To apply, please email your CV along with a covering letter to personnel@cornerstone.ac.za. Please provide a minimum of 3 contactable referees. In your covering letter, include the post number of the position you are applying for. If you are applying for more than one position, include all post numbers.

Closing date for applications: 12h00, 15 July 2016.
Starting date: As soon as possible
Salary negotiable
If you have not heard from us within six weeks of the closing date, please consider your application unsuccessful.