

For our Team in Tlemcen, Algeria, we are seeking the support of a full-time

Deputy Director (male/female) for the Pan African University Institute of Water and Energy Sciences (including Climate change) - PAUWES

Field of activity

The Pan African University Institute of Water and Energy Sciences (including Climate Change) (PAUWES) was called into existence by the African Union Commission. It was established as a knowledge and science hub of the Pan African University (PAU) and is hosted by the University of Tlemcen in Algeria. PAU is guided by the vision of an Africa managed by its own citizens and acting as a dynamic force in the international arena.

PAUWES offers four graduate programmes, 2 Masters of Science in Water (Engineering track and Policy track) and 2 Masters of Science in Energy (Engineering track and Policy track) aiming at training top students to become engineers and policy analysts, able to address Africa's most pressing development challenges.

Germany is supporting the African Union (AU) in the establishment of the Pan African University (PAU), as a continental network of science and technology institutes.

Your tasks

As the Deputy Director of the Institute, you will be responsible for the management of the academic and research activities together with a team composed of 6 people:

- 2 Programme officers (Water and Energy),
- 2 Consultants (Academic Coordination and Students' Life),
- 1 Junior consultant (support to academic processes), and
- 1 Private sector coordinator.

You will be working full time at PAUWES in Tlemcen, report to the Director of the Institute and work closely with a team of Algerian and international experts.

Your main tasks will be as follows:

- **Management and quality assurance of the academic processes**
 - Monitor and improve the quality of the selection and the on-boarding (academic and administrative aspects) processes of the students
 - Co-organise, monitor and guarantee the quality of the selection and on-boarding (academic and administrative aspects) processes of the lecturers
 - Monitor and guarantee the quality of the courses delivery according to PAU and international quality standards
 - Supervise the organisation of Master thesis, internships, jurys and graduation
 - Promote the development of collaborative and extra-curricular activities for the students
 - Contribute to the development of possible new programmes
- **Development of the PhD and research activities**
 - Participate to the development of PAUWES PhD
 - Participate to the development of PAUWES Research agenda
 - Promote the organisation of research activities (symposiums, workshops, conferences...)
 - Develop applied research projects involving public and private companies



- **Partnerships' development with the public and private sectors**
 - Develop national and international PAUWES networks in its fields of activities (Water, Energy and Climate change)
 - Contribute to the enhancement of students international exposures through academic and research activities involving European and African partners
 - Develop PAUWES partnerships with public and private companies and universities to contribute to students' master thesis and internships organisation
- **Team management and development**
 - Manage and evaluate the 6 team members
 - Organise tasks and responsibilities within the team
 - Provide support and training whenever necessary
 - Report to PAUWES Director
 - Contribute to the recruitment process of the Long-term faculty

As the capacity and institutional development of PAUWES is in progress, we expect the Deputy Director to be flexible regarding the responsibilities and tasks that might arise and to adapt to changing processes and circumstances.

Your profile

You should be employee at the University of Tlemcen in full time and hold at least a PhD, preferably in the field of Energy Science, Water Science or Climate change and have a substantial track-record in working within higher education settings (at least 10 years).

During your professional career, you have successfully developed and managed teams, educational and research projects, and engaged with social and professional networks for collaborative capacity building. Competences in management and coordination shape your professional profile. Your leadership is highly developed.

As an individual, you are passionate and able to develop a strategic vision for the organisation you are working with. You should also be able to work in a cross-cultural environment and engage with diversity effectively. You are characterized by your intercultural, diplomatic and strategic skills. You are highly flexible and resilient under pressure.

We expect candidates to be fluent in English and French, Arabic is an asset.

Assignment period

Full-time position from 12.02.2017 to 31.12.2017

What we offer you

Basic salary paid by the Algerian Ministry of Higher Education (through University of Tlemcen) and Top-up paid by the African Union Commission (through the Institute)

Application and contact information

Detailed CV and cover letter to be sent to career.pauwes@gmail.com until February 4th, 2017