

UNIVERSITY OF MEDIA, ARTS AND COMMUNICATION (UniMAC)

VACANCY

The University of Media, Arts and Communication (UniMAC) is a specialised public higher educational institution dedicated to communication, languages and the creative arts. UniMAC was established in 2020 by an Act of Parliament (Act 1059) and currently consists of three constituent Institutes, namely Institute of Journalism (IJ), Institute of Languages (IL) and Institute of Film and Television (IFT).

UniMAC invites applications from suitably qualified persons for the position of Rector to take effect as soon as practicable, in the first half of 2024.

Position: Rector, Institute of Film and Television (IFT)
Reporting to: Vice-Chancellor, UniMAC

The mission of the Institute of Film and Television (IFT) is to provide training in the techniques and aesthetics, theory and practice of film, television, and other related media to meet the dynamic standards of the profession without compromising cultural identity.

RECTOR

The Rector while reporting to the Vice-Chancellor, is the Head who provides academic and administrative leadership to the Institute of Film and Television. S/He shall be responsible for:

1. Providing leadership to the Institute of Film and Television and for maintaining and promoting the efficiency and good order of the Institute subject to the direction of the Vice-Chancellor and in accordance with policies and procedures prescribed by the Act, the Statutes, or as may be determined from time to time by Council, the Academic Board, the Executive Management Board, and the Institute Board.
2. Developing and implementing a programme to identify strategic partners and diversify and expand income generation.
3. Ensuring high-quality governance, management and financial administration of the Institute.
4. Strengthening relationships with stakeholders and partners including those in the television and film industry and associated professional bodies.
5. Enhancing employability of students and seeking training for staff and students.
6. Working with others to enhance the national, regional and international profile of the Institute.
7. Coordinating the work of the Faculties/Schools within IFT
8. The implementation of the policy decisions of the Institute Board.

QUALIFICATIONS AND ATTRIBUTES

1. Must be a PhD holder in an appropriate field. An earned degree in film and television production or any other discipline in the media arts from a recognized University will be an added advantage.
2. Must be the rank of at least an Associate Professor.
3. Must have at least ten (10) years' managerial experience at a senior level in higher education
4. Must have a track record of teaching, research and administration at a tertiary level.
5. Professional experience in the field of film and television, juried or exhibitions of literary, audio and visual works in recognized and reputable outlets, will be an added advantage.

TENURE

The Rector shall be appointed for a term of three (3) years in the first instance. The appointment may be renewed, upon application for a further term of up to three (3) years only, provided the applicant is not beyond the statutory retirement age of sixty (60). Qualified applicants should be able to complete one full term prior to attaining the statutory retirement age.

MODE OF APPLICATION

Interested applicants should forward an application letter together with the following:

- An up-to-date curriculum vitae with documentation on personal history, academic credentials, professional certificate and working experience.
- A vision statement (maximum of five pages) in standard font size and the strategy for attainment to the following address: searchcommittee@unimac.edu.gh

Additionally, all applicants shall request three (3) referees to submit reports on them directly to the Chairman, Search Committee (Post of Rector, IFT) via email at searchcommittee@unimac.edu.gh.

It is the duty of the applicant to ensure that the application package, including vision statement and the reference letters, reaches the designated email address (searchcommittee@unimac.edu.gh) by close of day (5 p.m.) on Friday, December 15, 2023.

Only shortlisted applicants will be contacted.

Applicants should send hard copies of the above-mentioned documents to:

**OFFICE OF THE REGISTRAR
ATTN: THE SECRETARY
COUNCIL SEARCH COMMITTEE (POST OF RECTOR-IFT)
NO. 5 ALBORAN STREET
SOUTH LEGON (GA-194-3855)
POSTAL OFFICE BOX GP 667
ACCRA**

