



The South African Council on Higher Education (CHE) is an independent statutory body established by the Higher Education Act (Act No. 101 of 1997, as amended). As the Quality Council for Higher Education in terms of the National Qualifications Framework Act (Act No. 67 of 2008, as amended), it advises the Minister of Higher Education, Science and Innovation on all higher education matters and is responsible for quality assurance and promotion through the Higher Education Quality Committee (HEQC).

The Accreditation Sub-programme assesses the quality of provision of specific programmes and/or qualifications against certain predetermined criteria or standards of quality. It does this through accrediting new programmes to be offered by institutions, evaluating and approving institutional requests for extending programme offerings to other delivery sites and undertaking site visits to verify the capacity of higher education institutions to offer quality programmes in line with the accreditation applications that were submitted, working closely with respective professional bodies in the domain of professional qualifications.

Applications are invited from interested and suitably qualified candidates for appointment to the following position:

**POSITION: DIRECTOR
SUB-PROGRAMME: ACCREDITATION
TOTAL COST OF EMPLOYMENT PACKAGE
R 1 554 696.00 PA**

The CHE seeks a person with appropriate experience and expertise to be appointed to this position. The successful candidate will report to the Executive Director: Quality Assurance Coordination, Standards and Capacity Development.

Key responsibilities

- Oversee the assessment of the quality assurance mechanisms in place for the accreditation of higher education programmes and qualifications.
- Provide conceptual and strategic leadership, management and direction for the various projects and activities of the Accreditation Sub-programme.
- Contribute to research and scholarship in higher education external quality assurance.
- Build and maintain effective and efficient systems (frameworks, policies, procedures) of programme and qualification accreditation as part of an integrated, interconnected quality assurance framework.

- Communicate and liaise with higher education institutions, quality councils, the Department of Higher Education and Training and other stakeholders, as necessary.
- Supervise the development and maintenance of on-line systems and databases on all accreditation related information.
- Assume responsibility for the Sub-programme staffing, budget, planning and reporting.
- Collaborate with CHE directors in systems implementation and policy development.
- Advise the Executive Director on quality assurance matters.
- Any other reasonable and related tasks which may be assigned from time to time.

NB. The job description may be subject to change from time to time at the discretion of the CHE.

Minimum requirements

A Doctorate in a relevant field plus extensive experience. The key areas of competence required for this position include:

- An understanding of the South African higher education system, including in-depth knowledge of higher education policy and practice.
- A sound understanding of the mandate of the CHE.
- Knowledge and understanding of higher education and quality assurance theory and practice supported by a minimum of 3 years' experience in a senior leadership position working with higher education institutions or in a higher education environment at provider and/or system level, especially in relation to quality assurance issues.
- Experience in learning and teaching in higher education.
- Specific knowledge and understanding of accreditation as a quality assurance mechanism.
- Familiarity with the Quality Assurance Framework of the CHE.
- Proven leadership and managerial (including conflict management) skills.
- Excellent interpersonal and communication skills.
- Ability to oversee events management, facilitate workshops and speak in public.
- Demonstrated ability to manage and report on complex processes.
- Experience in developing policies or strategic documents.
- An ability to direct the work of the Sub-programme with initiative and efficiency.
- Knowledge and experience of developing and or using online systems, data management and data analysis would be a strong recommendation, and all-round computer literacy is essential.

Competencies

- Building the vision
- Conceptual and strategic thinking
- Organisational commitment
- Capacity development
- Managing change
- Intellectual capacity management
- Integrity
- Monitoring, evaluation, and compliance management
- Systems thinking
- Developing and maintaining relationships
- Budget planning and monitoring
- Sound judgment and decision making
- Planning and organising
- Analyses and problem solving
- Effective verbal and written communication

APPLICATION PROCEDURES

To apply please submit a completed job application form available from the CHE website (www.che.ac.za/newsroom/vacancies), a CV and certified copies of qualifications accompanied by a detailed motivation regarding your suitability for the position, as well as how you meet each of the stipulated requirements. The names and contact numbers of three work related referees should be provided. **Applications not on the prescribed application form and submitted without the certified copies attached will not be considered.**

Applications must be forwarded to H&S Labour Brokers, for attention Elginita Moodley via e-mail to che004@hslabour1.co.za

Correspondence will be limited to shortlisted candidates. If you have not been contacted within 30 days after the closing date, please consider your application as unsuccessful. Shortlisted candidates will be required to undergo psychometric tests and competency assessments to determine their suitability for employment.

Further details pertaining to conditions of service including remuneration are available from +27 12 349 3872 or email Mashiane.m@che.ac.za. Details related to the technical aspects of the position may be directed to Nene.S@che.ac.za. The CHE is committed to Employment Equity and aims to attract and retain talented individuals to achieve its equity objectives. Therefore, people from designated groups, including those with disabilities, are encouraged to apply.

Closing date: 28 September 2026

No late applications will be considered.

