



THE UNIVERSITY OF THE WEST INDIES

**ST AUGUSTINE CAMPUS, TRINIDAD**

APPLICATIONS ARE INVITED FOR THE POST OF

**DIRECTOR, SIR ARTHUR LEWIS INSTITUTE OF SOCIAL AND ECONOMICS STUDIES (SALISES)**

**QUALIFICATIONS:**

Ph.D. in Economics or Sociology or Political Science or a related discipline.

**Minimum qualification desirable:** Ph.D. in Economics or Sociology or Political Science or a related discipline.

**EXPERIENCE:**

A track record of scholarly excellence in at least one discipline in the Social Sciences (such as Economics, Sociology, Political Science) as evidenced by an outstanding publication record, success at winning and administering research grants, and graduate teaching and supervision. Administrative experience, such as the Headship of an Academic Department or unit, is also required.

**SPECIAL EXPERTISE/AREA OF CONCENTRATION:**

**Special responsibilities:**

1. Shaping and guiding the research agenda of the Institute in collaboration with the Directors at Cave Hill and Mona;
2. The supervision and evaluation of academic and ATSS staff;
3. The organization and execution of the teaching programme of the Institute;
4. Assigning teaching and graduate supervision tasks of the academic staff;
5. Seeking grant and other funding to facilitate the research and teaching activities of the Institute;
6. The organization of scholarly conferences, symposia and workshops, in particular the annual conference of the SALISES when held on the St. Augustine Campus;
7. The outreach programme of the Institute;
8. Involvement in the wider administration of the UWI through membership of Faculty, Campus and University Boards and Committees;
9. The general administration of the day to day affairs of the Institute;

Reporting to the Vice Chancellor and the Pro Vice Chancellor, Graduate Studies and Research, through the University Director.

**Special Expertise/Areas of Specialization**

Any in the Social Sciences

**Personal Attributes**

Ability to lead academic and non-academic staff in an academic environment.

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Detailed application (two copies) and full curriculum vitae should be sent to the University Registrar, Office of Administration, The University of the West Indies, Regional Headquarters, Mona, Jamaica, W.I., Fax No. 1-876-977-1422; e-mail: [oadmin@uwimona.edu.jm](mailto:oadmin@uwimona.edu.jm) Three (3) referees (one of whom should be from your present organization) must be indicated. Application forms can be obtained at <http://www.uwi.edu/hrd>, Job opportunities section. Further particulars including remuneration package can be obtained at the above address. In order to expedite the appointment procedures, applicants are advised to ask their referees to send their references under **CONFIDENTIAL** cover **DIRECTLY** to the University Registrar at the above address without waiting to be contacted by the University.

**DEADLINE FOR APPLICATION: OCTOBER 22, 2021**