

# JOIN OUR TEAM

## AVAILABLE POSITION: ACADEMICS DIRECTOR



### JOB SUMMARY

The Botswana Institute of Banking and Finance (BIBF), a premier institution dedicated to shaping future leaders in the financial sector, is seeking a dynamic and experienced Academics Director.

This pivotal role offers the opportunity to influence the academic direction and quality of programs in banking and finance, ensuring alignment with global standards and the evolving needs of the industry.

### KEY RESPONSIBILITIES

- Develop and oversee the academic strategy, curriculum design, and program delivery of the Institute to ensure excellence in teaching and learning.
- Lead academic staff recruitment, development, and evaluation, fostering a culture of continuous improvement and innovation.
- Collaborate with industry partners to enhance curriculum relevance and employability of graduates.
- Ensure compliance with academic accreditation standards and institutional policies.
- Drive research initiatives and academic partnerships at local and international levels.
- Coordinate academic planning, including assessment strategies and implementation of new programs.
- Represent the institution at academic boards, conferences, and community engagements.

### QUALIFICATIONS:

- A Master's degree or PhD in Education, Banking, Finance, Business Administration, Learning & Development or a closely related field.
- At least 10 years' experience in an academic environment, experience in an entrepreneurial public service organization, not for profit or the private sector.
- Significant experience in academic leadership roles within higher education, particularly in banking and finance or related field.
- Proven track record of curriculum development, program management, and faculty leadership.
- Demonstrated ability to lead a self-sustaining organization in higher education.
- Strong understanding of the banking and finance landscape, including regulatory frameworks and industry trends.
- Excellent interpersonal, communication, and organizational skills.
- A commitment to promoting diversity, equity, and inclusion within academic settings.
- Comprehensive knowledge of the processes involved in developing and implementing education programs (i.e. pedagogy, instructor selection, instructional design, assessment, moderation etc.).
- Experience in strategic planning, working with an organization to create its vision and goals, and generating enthusiasm for achieving the goals.
- Experience in financial analysis, planning and administration of a multi-million-pula budget.
- Experience in creating a variety of educational programs, and the demonstrated ability to organize complex events and activities.
- Comprehensive knowledge of higher education and the university system.
- Demonstrated ability in establishing effective working relationships with regulators, government, community and business leaders.

### Why Join Us?

At the Botswana Institute of Banking and Finance, you will be part of a dedicated team committed to academic excellence and innovation in financial education. We offer a collaborative environment, professional development opportunities, and a chance to make a significant impact on the future of banking and finance education in Botswana and beyond.

### How to Apply:

Interested candidates are encouraged to submit a detailed curriculum vitae, a cover letter outlining their qualifications and vision for the role, and contact information for three professional references to [recruitment@bibf.ac.bw](mailto:recruitment@bibf.ac.bw).

Closing date is on the **7th February 2025** and only shortlisted candidates will be contacted.

Application should be addressed to:

The Managing Director  
Botswana Institute of Banking and Finance  
Private Bag 00404  
GABORONE

Join the Botswana Institute of Banking and Finance and make a meaningful impact on the future of banking and finance education!