

Job Description: Vice Chancellor
Position: Vice Chancellor
Reporting to: President
Key Purpose of the Job :
To lead and manage the university, ensuring that its academic, administrative, and financial operations are carried out efficiently and in compliance with regulating bodies.
Educational Qualification / Experience required :
Vice-Chancellor should be a distinguished academician, with a minimum of ten years of experience as Professor in a University or ten years' of experience in a reputed research and / or academic administrative organization with proof of having demonstrated academic leadership.
Key Responsibilities
Strategy, Business planning and Reporting:
<ul style="list-style-type: none"> ➤ Strategic planning includes monitoring and reporting of industry trends, market demand and competitive scenarios impacting the University. ➤ Academic strategy, planning and assessment – including the launch of new courses, recruitment strategy and inputs for student enrolments. ➤ Budgetary planning and reporting
Academic and Administrative Leadership:
<ul style="list-style-type: none"> ➤ Responsible for the development of academic programmes of the university. ➤ To oversee and monitor the administration of the academic programmes and general administration of the university to ensure efficiency and good order of the university. ➤ Responsible for the oversight and management of all campus operations and administrative aspects core to the academic operations. ➤ Develop and institutionalize an effective process for the preparation of an annual action plan for the campus. ➤ Participate in faculty recruitment, facilitating competence-building and a positive work environment. ➤ Spearhead the formulation and implementation of the Strategic Plan towards transforming the University into a top-ranked University in India. ➤ To co-ordinate and supervise the procedure of admission of students in the University. ➤ To manage the budget and finances of the university.
Faculty/Executive Development:
<ul style="list-style-type: none"> ➤ Plan and schedule a year-round calendar of faculty/staff development programs ➤ Position, plan, manage, brand and market the delivery of faculty/staff development programs and ensure the financial sustainability of the operation. ➤ Support the development of various schools/departments within the University.

Research and Innovation:

- Seek opportunities for research and consulting assignments from Government, Private and Public industry sectors.
- Manage, coordinate and provide necessary services for successful research, consultancies and projects for commercialization.
- Organize research seminars and conferences to provide a platform for faculty to share their work with industry practitioners, and policymakers.

Compliance with Statutory Norms:

- To observe and comply with provisions of the Act, Rules, Statutes, Ordinances and Regulations made by the University, State Government, Regulating Bodies and UGC.
- To ensure that the directives of the State Government, if any, and the provisions of this Act, Statutes, Ordinances and Regulations are strictly observed and that the decisions of the authorities, bodies and committees which are not inconsistent with this Act, Statutes, Ordinances and Regulations are properly implemented.
- Coordinate various activities relating to the rules and regulations of various Governmental and Statutory Bodies.
- Formalize documentation relating to statuses and compliance reports.
- Partnerships with Government, Development Organizations and Fund-raising:
- Partner with Governments and Development organizations for research projects, and PPP opportunities.
- Play a key role in raising funds for the Institution – for example, donors, CSR budgets of organizations/public sector units/others as well as helping prepare customized proposals for targeted donors

Representing Vijaybhoomi University to the external community:

- To network with some of the best academics, universities (National and Global), government and organizations for their active participation to achieve excellence that is required to help transform the University.
- Promoting the Vijaybhoomi University at international and national standing and its position as a premier University, representing its interests, developing and maintaining relationships with alumni, governments and businesses, and promoting development activities that contribute to securing the future Vijaybhoomi University.