



GHANA INSTITUTE OF MANAGEMENT AND PUBLIC ADMINISTRATION (GIMPA)

(Excellence in Leadership, Management
and Administration)



VACANCIES FOR FACULTY



The Ghana Institute of Management and Public Administration (GIMPA), a world class centre of excellence for training in leadership, management and administration, located at Greenhill, Achimota with campuses in Tema, Takoradi and Kumasi, invites applications from qualified and dynamic individuals to be appointed as full-time Faculty at the various schools and campuses:

1. Full Professors/Associate Professors
2. Senior Lecturers
3. Lecturers

JOB QUALIFICATION AND REQUIREMENTS

Persons who are currently working as academics and hold a PhD from a recognized and reputable higher education institution will be appointed at the following levels upon meeting specified internal qualification requirements:

- **Professorial Rank.** Must be an experienced academic and meet the minimum of GIMPA standards for Associate Professor/Full Professor rank or equivalent standards in a recognized and reputable higher education institution.
- **Senior Lecturer Rank.** Must be an experienced academic and meet the minimum of GIMPA standards for Senior Lecturer rank or equivalent standards in a recognized and reputable higher education institution.
- **Lecturer Rank.** Must be an experienced academic and meet the minimum of GIMPA standards for Lecturer rank or equivalent standards in a recognized and reputable higher education institution.



AVAILABLE SUBJECT AREAS FOR FACULTY APPOINTMENTS

We invite applicants with experience and competencies to teach courses across our programmes in our schools/faculties/campuses in the following subject areas:

SCHOOL OF TECHNOLOGY AND SOCIAL SCIENCES (SOTSS)

- Information Technology
- Computer Science
- Information Systems
- Communication Studies
- Economics
- Energy Economics
- Hospitality and Tourism Studies

GIMPA BUSINESS SCHOOL

- Management
- Human Resource Management
- Marketing (Preferably Digital Marketing and Consumer Behaviour)
- Supply Chain Management
- Project Management
- Accounting
- Finance
- Entrepreneurship and related fields
- Business Analytics and AI

SCHOOL OF PUBLIC SERVICE AND GOVERNANCE

- Public Administration
- Public Health
- Occupational Health and Safety
- Strategic Management
- Policy Analysis
- International Relations
- Government Accountability
- Leadership
- Environmental Management
- Political Science/ Political Economy
- Community Development/Service Management



GIMPA LAW SCHOOL

- Immovable Property Law
- Jurisprudence
- Conflict of Laws
- Constitutional Law
- Law of Taxation
- International Trade and Investment Law
- Public International Law

TAKORADI CAMPUS

- Management
- Human Resource Management
- Marketing (Preferably Digital Marketing and Consumer Behaviour)
- Supply Chain Management
- Project Management
- Accounting
- Finance
- Entrepreneurship and related fields
- Business Analytics and AI
- Public Administration
- Public Health
- Occupational Health and Safety

KUMASI CAMPUS

- Management
- Human Resource Management
- Marketing (Preferably Digital Marketing and Consumer Behaviour)
- Supply Chain Management
- Project Management
- Accounting
- Finance
- Entrepreneurship and related fields
- Business Analytics and AI
- Public Health
- Occupational Health and Safety
- Information Technology
- Information Systems
- Economics
- Hospitality and Tourism Studies
- Dispute Resolution Law and Practice
- International Trade and Business Law
- International Criminal Law and Justice



TEMA CAMPUS

- Management
- Human Resource Management
- Marketing (Preferably Digital Marketing and Consumer Behaviour)
- Supply Chain Management
- Project Management
- Accounting
- Finance
- Entrepreneurship and related fields
- Business Analytics and AI
- Public Health
- Occupational Health and Safety

FACULTY ROLE

The suitable appointee shall be based at Accra, Kumasi or Takoradi campus per his or her selected school/campus indicated in the application letter, and should be able to:

1. Undertake research and publish in reputable academic outlets;
2. Teach undergraduate and postgraduate courses;
3. Supervise students' research work at undergraduate and postgraduate levels; and
4. Contribute to general administrative and other duties in the wider community

REPORTING RELATIONSHIP

Appointees shall report to the respective Heads of Departments or Campus Managers

DUTIES AND RESPONSIBILITIES

- Conduct impactful research.
- Publish in ranked journals.
- Publish books and book chapters with recognized and reputable academic publishers.
- Undertake consultancy/training assignments through the relevant units of the Institute.
- Undertake service to GIMPA, the nation and their profession.
- Contribute to policy making and policy dialogues.



- Promote the Institute's programmes and activities.
- Prepare and deliver lectures.
- Integrate course content with relevant case studies, videos, vignette, theory and practice.
- Develop innovative courses and teaching materials.
- Incorporate practitioners' forum and field trips in courses.
- Facilitate and submit to students' evaluation of faculty for the period.
- Participate in faculty development programmes.
- Be consistently regular and punctual to class.
- Maintain attendance records of students.
- Submit students' assessments and examination scores in accordance with timelines specified in the academic calendar.
- Perform invigilation duties during exams.
- Maintain at least two hours of office hours each week per course for student consultations.
- Attend scheduled departmental, campus, school and Institute meetings.
- Comply with all the rules and regulations of GIMPA as they relate to the role.
- Administer mid-semester assessments to students after moderation by the relevant moderation committee.
- Administer end-of-semester/session examination questions after moderation by the relevant moderation committee.
- Submit mid-semester scores/marks for moderation by the relevant moderation committee before uploading unto the ERP.
- Submit end-of semester scores/marks for moderation by the relevant moderation committee before uploading unto the ERP.
- Avail yourself for an end of year review of performance by the Head of Department (HoD) or Campus Manager.
- Perform any other relevant duties as may be determined by the Head of Department (HoD) or Campus Manager.



KEY COMPETENCIES

- Research skills.
- Community engagement skills.
- Excellent interpersonal and people management skills.
- A team player and be able to take difficult and bold decisions and initiatives.
- Excellent verbal and written communication including presentation skills.
- Digital skills including the ability to use an Enterprise Resource Planner (ERP).
- Must have good knowledge and understanding of policies and procedures in higher education context.
- Have an appreciation of GIMPA's vision, mission, values, established standards of excellence, and their implications for their roles as full-time Faculty at GIMPA.

CONDITIONS OF SERVICE

Very attractive and competitive

TERM OF APPOINTMENT

Initial appointment term of up to six (6) years with possibility of renewal, subject to satisfactory performance. Applicants should therefore be able to serve at least one term before attaining the statutory retirement age of sixty (60) years.

HOW TO APPLY

Applicants must submit the following documents to the email address below not later than Friday, June 13, 2025:

1. Electronic copies of application documents, including:
 - i. cover letter indicating school or campus of choice
 - ii. curriculum vitae,
 - iii. certified certificates and transcripts, and
 - iv. statement of teaching philosophy and research interests



2. Applicants should arrange for letters of recommendation to be emailed directly from the three (3) referees listed in their CVs to the email address below.

Email: recruitment@gimpa.edu.gh

Closing Date: Not later than Friday,
June 13, 2025

For further information, please call:
0244523135

**PLEASE NOTE THAT ONLY SHORT-LIST-
ED CANDIDATES WILL BE CONTACTED**
