



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 issues and is responsible for quality assurance and promotion through the Higher Education Quality Committee (HEQC).

The Research, Monitoring and Advice Directorate is responsible for conducting research pertaining to higher education broadly to inform policy advice to the Minister of Higher Education, Science and Innovation, in accordance with the advisory mandate of the CHE; and to provide data and information for monitoring developments in higher education. The CHE is mandated to regularly publish the information on developments in higher education for the benefit of stakeholders. The Directorate furthermore organises research conferences and convenes research colloquia, seminars, and symposia on themes of interest to the higher education sector.

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

**RESEARCHER
RESEARCH, MONITORING AND ADVICE
R766 584.00 PER ANNUM**

The successful candidate will be reporting to the Director: Research, Monitoring and Advice.

Key responsibilities

- Preparing annotated bibliographies on approved topics or themes and undertaking review and synthesis of relevant literature.
- Developing research instruments including, but not limited to, survey questionnaires, interview guides and focus group discussion guides.
- Collecting, processing, analysing and interpreting quantitative data and qualitative information, using approved instruments, methods and techniques.
- Monitoring developments and other changes in higher education-related legislation, policies, plans, strategies and international conventions; and preparing reports on those developments or changes.
- Authoring or co-authoring scholarly manuscripts for publication in internal and external periodicals and/or books.

- Providing support to Senior Manager, and Director: Research, Monitoring and Advice, in planning, coordinating and monitoring the execution of research projects commissioned to external researchers.
- Participating in internal and external intellectual engagement activities including presenting own research work at conferences, colloquia and other intellectual engagement forums.
- Playing active roles in internal committees or Task Teams charged with the responsibilities for organising intellectual engagement events such as conferences, colloquia, seminars, and symposia.
- Networking and collaborating with researchers from higher education institutions, science councils and other research bodies, and actively participating in the activities of relevant professional associations.
- Performing other research-related tasks that will be assigned from time-to-time.

Minimum requirements

- Research-based master's degree preferably in Education, or other closely related Humanities and Social Science subject areas. A doctorate degree in similar subject areas would be regarded an added advantage.
- Five (5) years' demonstrable research experience that includes developing research instruments; and collecting, processing, analysing and interpreting quantitative data and qualitative information.
- Two (2) peer-reviewed journal or book chapter publications.
- Two (2) conference/colloquium/seminar presentations.
- Understanding of the higher education policy and legislative frameworks.
- Project management skills.
- Proficiency in computer skills, including the use of statistical data analysis packages.

Competencies

- Academic writing
- Attention to detail
- Conceptual thinking
- Critical analysis
- Deadline conscious
- Education or Social Science/Humanities research methods
- Networking
- Planning and organising
- Problem solving
- Qualitative research
- Quantitative research
- Research ethics
- Scholarly publishing

APPLICATION PROCEDURES

To apply please submit a completed job application form available from the CHE website (www.che.ac.za/newsroom/vacancies), a Curriculum Vitae (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 (3) 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 Affirmative Portfolios, for attention Destiny Penniken via e-mail to recruitment@affirm.co.za or hand delivered to 14 Petunia Street, Corner Main Road, La Rocca Office Park, Block E, Bryanston.

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 Enquiries about technical aspects of the researcher position should be directed to Saidi.A@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: 27 January 2023

No late applications will be considered

