

Vice Provost, Academic Affairs  
VinUniversity

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Posted Nov. 22, 2024, set to expire Mar. 24, 2025

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| <b>Job Title</b>            | Vice Provost, Academic Affairs           |
| <b>Department</b>           | Vice Provost Office                      |
| <b>Institution</b>          | VinUniversity<br>Hanoi, Gia Lam, Vietnam |
| <b>Date Posted</b>          | Nov. 22, 2024                            |
| <b>Application Deadline</b> | Open until filled                        |
| <b>Position Start Date</b>  | Available immediately                    |
| <b>Job Categories</b>       | Vice-(President/Provost/Chancellor)      |
| <b>Academic Field(s)</b>    | Academic Affairs                         |
| <b>Apply By Email</b>       |  |
| <b>Job Description</b>      |  |

## ABOUT VINUNIVERSITY

VinUniversity (VinUni: <https://vinuni.edu.vn/>) is the first private, not-for-profit Vietnamese university established based on international standards. The university integrates the models of excellent international universities with the unique cultural and economic characteristics of Vietnam, to make a breakthrough in Vietnamese higher education and to become a world-class university.

VinUni has strategic collaborations with the world's leading universities, including Cornell University and the University of Pennsylvania. These universities have become close advisors and crucial enablers in establishing the three colleges at VinUni: College of Business and Management, College of Engineering and Computer Science, and College of Health Sciences. Every aspect of the University: its curricula, research, faculty, student body, facilities, and campus life, is being developed to meet the highest standards set by the world's leading accrediting and ranking organizations, such as ABET, AACSB, Quacquarelli Symonds (QS) and Times Higher Education (THE).

VinUni's founding benefactor Vingroup is one of the biggest private conglomerates in Asia with the

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largest market capitalization value in Vietnam. As a multisector corporation, Vingroup focuses on three main areas: Technology; Industrials; and Property Services. VinUni is proud to be a part of the Vingroup ecosystem, giving its students opportunities to connect with several high quality research institutes (such as VinAI, VinBrain, and Vin BigData), pioneering industrial enterprises (such as VinFast), and leading Vietnamese companies (such as Vinpearl, Vinmec, and Vinhomes).

In September 2024, VinUni has become the youngest and fastest university in the world to achieve QS 5 stars, earning 5 stars in 9 categories: global engagement, good governance, program strength, academic development, teaching, employability, facilities, arts, and social impact. In October 2024, VinUniversity was appointed by UNESCO as the first and only UNESCO University Chair, focusing on Environmental Leadership, Cultural Heritage, and Biodiversity

### OPPORTUNITY

VinUni seeks a visionary academic leader with strong academic credentials, an entrepreneurial spirit, and a talent for team building and system development to serve as Vice Provost for Academic Affairs (VPAA). Reporting to the Provost, the VPAA will drive the university's academic portfolio, ensuring top-tier quality, effectiveness, and accelerated progress across all colleges and units.

### POSITION RESPONSIBILITIES

VinUniversity seeks a distinguished academic leader for the role of Vice Provost for Academic Affairs to oversee the academic program portfolio, develop new interdisciplinary and international initiatives, manage global and industry partnerships, and lead fundraising for academic projects. The Vice Provost will work with the Provost and senior leaders to implement the university's academic vision, support faculty, and ensure innovation and excellence in higher education.

### Key Responsibilities:

- Academic Program Portfolio Management:** Oversee the undergraduate and graduate academic portfolio, ensuring quality, effectiveness, and competitive differentiation. Define strategic directions for program development and evaluation in alignment with the university's vision and market demands.
- Development of New Pioneering Educational Products:** Lead the development of new educational programs, particularly interdisciplinary and international collaborative programs, ensuring innovation, effectiveness, and competitive differentiation. Expand executive education and postgraduate offerings to meet market and student needs.
- International Partnerships and Collaboration:** Manage and expand the portfolio of global university relationships to enable and support students and faculty success. Oversee the

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development of joint programs, student and faculty exchange initiatives, and strategic partnerships with global academic partners

4. **Industry Relations and Fundraising:** Manage and expand the portfolio of industry relationships to enable and support the success of students and faculty. Oversee the development of co-op programs, student internships, career development initiatives, faculty immersions, joint research projects, fundraising efforts, and strategic partnerships with industry partners.
5. **Develop a Talented Faculty Team.** In cooperation with Teaching Excellence Center, design and implement policies and programs for identifying, training, rewarding, and retaining talented faculty to ensure the success of academic programs
6. **Ongoing Leadership Responsibility**
  - **Academic Strategy Development:** Contribute to the development and execution of the university's academic strategy, ensuring its alignment with VinUniversity's broader vision of excellence in education and research. Collaborate with other senior leaders to ensure the effective implementation of the university's academic priorities.
  - **Leadership in Academic Policy and Administration:** Provide leadership on matters of academic policy and administration and regularly advise the Provost/President on these matters. Coordinate and lead the academic strategic planning process, ensuring alignment with the university's long-term goals and objectives
  - **Senior Leadership Team Participation:** As a member of the senior leadership team, serve and participate in high-level decision-making processes. Be prepared to take on special responsibilities as needed, depending on availability, institutional priorities, and urgent needs.
  - **Leadership and Staff Development:** Provide strong leadership to departments under the Vice Provost's oversight, ensuring alignment with university goals and fostering a culture of excellence. Ensure continuous professional development of faculty and staff, supporting their growth and effectiveness in meeting the university's academic mission.

## EDUCATION AND EXPERIENCE

- Distinguished scholar with academic record to warrant the position of full professor in one of the following areas: social sciences, computer science, engineering, business administration, or health sciences at prestigious university.
- Demonstrated experience with academic administration, accreditations and regulations.
- Successful experience in progressively responsible administrative, and educational leadership positions at a high-quality academic institution.
- Demonstrated successful experience in strategic planning, fiscal management, resource allocation, and personnel supervision preferably of a large and complex academic institution.
- Demonstrated ability to work with faculty, staff, and students as well as community groups of

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diverse academic, socioeconomic, cultural, and ethnic backgrounds.

- Excellent written and verbal communication skills (in English) and strong professional network.
- An appreciative understanding of the challenges inherent in operating a new university, combined with creativity, resilience, and the ability to work collaboratively with diverse stakeholders to effectively address challenges and create opportunities that advance the mission and vision of the college/university.
- Respect and appreciation for the core values of VinUni: EXCEL (E: Empathy, X: Exceptional Capability, C: Creativity, E: Entrepreneurial Spirit, L: Leadership Mindset).

## COMPENSATION

The salary benefits are internationally competitive and commensurate with qualifications and experience.

## LIVING AND WORKING IN HANOI, VIETNAM

- Work permit: VinUniversity will assist in and provide advice for obtaining the necessary paperwork needed for employment in Vietnam (visa, work permit, insurance, etc.). However, it is your responsibility to ensure that you can satisfy all the paper requirements in a timely manner.
- According to Vietnamese Law, expatriates are required to submit all necessary documents for a work permit on the first day in Vietnam. For more information about the necessary documents, please refer to the information in this [link](#).
- Living costs: Vietnam has a comparatively low cost of living and expatriates can live a very comfortable life here with a moderate expenditure.

## HOW TO APPLY

Please submit your application form and send (1) *Curriculum-Vita*, (2) *a cover letter*, and (3) *a list of two references*.

We thank all applicants for their interest. ***Please note that only those candidates selected for interviews will be contacted.***

## Contact Information

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Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

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