



EXECUTIVE DIRECTOR: RESEARCH

RESEARCH OFFICE

UNIVERSITY OF CAPE TOWN

The University of Cape Town (UCT), Africa's leading research-intensive university, invites applications for the position of Executive Director: Research. As a member of the University's Leadership Lekgotla - UCT's senior management team tasked with implementing the institution's strategic goals, building its financial health and maintaining its academic excellence, the Executive Director will provide strategic leadership of the Research Office Department and play a pivotal role in advancing UCT's research ecosystem. Working closely with the Deputy Vice-Chancellor responsible for Research and Internationalisation, the Executive Director will help shape and implement the University's research strategy, strengthen postgraduate research and training, and expand international collaborations and networks. The role provides strategic oversight of research management, researcher development, and postgraduate affairs, while ensuring the effective operation of the University's research support functions and representing UCT's research agenda across institutional governance and management structures.

The position of Executive Director: Research role has three main components:

- Strategic decision-making in cooperation with the DVC: Research & Internationalisation; and a range of institutional, national and international committees, working groups and boards;
- Management of stakeholder relations in collaboration with the DVC to strengthen external relations with other universities, networks, donors, funding agencies, research councils and government departments; and
- Leadership and management of the Research Office Department including; the Postgraduate and Research Development Directorate, the Office of Research Integrity and the Postgraduate Centre and Funding Office.

Requirements for the position:

- Possession of a Master's degree. A PhD degree is advantageous;
- At least 10 years' relevant experience in research management and administration;
- At least five years' relevant experience in a senior and strategic leadership position, leading a team of people from a range of professional and administrative backgrounds;
- An in-depth knowledge of the Higher Education research, statutory research councils or similar research environment, specifically of the structures, processes, trends and policies informing achievement of research-related objectives;
- Demonstrated understanding of the national and global research and research funding landscapes;
- Demonstrated experience in enabling multi-lateral research collaboration across disciplinary, structural and governance boundaries;
- Demonstrated experience in building national or international partnerships and networks of researchers;
- Strong people management and communication skills.

Responsibilities:

The successful candidate will be responsible for:

- Strategic decision-making at the institutional level related to research in co-operation with the DVC: R&I;
- Building strategic stakeholder relationships and partnerships in research;
- Leading the Research Office, including the Office of the Executive Director, Research Support Enterprise, Global Strategy and Visibility, eResearch and Research Systems, the Office of Research Integrity, Postgraduate Studies and Researcher Development Directorate and the Postgraduate Centre and Funding Office;
- Working in close collaboration with the executive, faculties, Directors of Research Contracts and Innovation, eResearch, International Academic Programmes Office, Development and Alumni Department, the UCT Libraries, Information and Communication Technology Services, Human Resources, CMD and research finance to deliver an integrated research support platform to UCT researchers;
- Guiding alignment of UCT's research in line with its strategic priorities;
- Oversight and planning of the finances for the research management and operation;
- Line management and transformation of the Research Office;
- Supporting the achievement of equity targets in staff profiles, allocation of funding support for researchers and providing leadership in the transformation of the institutional culture.

The 2026 annual cost of employment, including benefits, is appropriate to the Senior Management level.

For detailed information on this post, please view the job description on the following link: ([view](#))

To apply, please visit the UCT Jobs Site (www.jobs.uct.ac.za) View ([For Internal Applicants](#)) and View ([For external applicants](#)) to create a candidate profile and to submit your application.

Please complete and attach the following to your profile before submitting your application:

- A motivation letter which addresses the above criteria, including a statement on your potential contribution as Executive Director;
- Your full curriculum vitae with the names and contact details of three referees;
- The HR204 application form for Senior Executive Posts available at: <http://forms.uct.ac.za/hr204.doc>.

An application which does not comply with the above requirements will be regarded as incomplete and might not be considered.

Shortlisted candidates will be required to deliver an open presentation and undergo assessments. References may be requested by UCT at any stage of the selection process.

The appointment procedures are available at: http://www.hr.uct.ac.za/hr/recruitment/exec_appointments/exec_directors

Telephone: 021 650 1673

Website: www.uct.ac.za

Reference number: ID1395

Closing date: 05 July 2026

"UCT is a designated employer and is committed to the pursuit of excellence, diversity, and redress in achieving its equity targets in accordance with the Employment Equity Plan of the University and its Employment Equity goals and targets. Preference will be given to candidates from the under-represented designated groups. Our Employment Equity Policy is available at <https://uct.ac.za/oic/employment-equity>

When you apply for a position at UCT, we collect your personal information to assess your application, communicate with you, and coordinate interview logistics. Information such as race, gender, nationality, and disability status is used to support our Employment Equity obligations. We also verify your references, qualifications, conduct criminal and, for certain roles, credit checks. For more information about how the University of Cape Town uses personal information and your rights, please email popia@uct.ac.za.

The University reserves the right to extend the closing date for applications if deemed necessary and reserves the right to make no appointment.