



Chief Executive Officer, Monash University Malaysia; and Pro Vice-Chancellor and President (Malaysia), Monash University Australia

Department/Unit	Monash Malaysia
Faculty/Division	Portfolio of the Provost and Senior Vice-President
Classification	Pro Vice-Chancellor
Work location	Sunway City, Selangor, Malaysia
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About Monash University

Monash University is an energetic and dynamic university committed to high-quality education, outstanding research and international engagement. A member of Australia's prestigious Group of Eight research-intensive universities, and ranked among the top 100 universities worldwide, Monash is a university seeking to make a difference in everything we do, through seeking new answers and solutions to the challenges facing our world.

With a presence on three continents and the strongest international competitive research funding record of any Australian university, Monash is fast emerging as a truly global university. Our global footprint includes our four Australian campuses, Monash Malaysia, Monash Indonesia, and centres in India, Italy and the People's Republic of China. Our alliance with the University of Warwick in the United Kingdom represents a world-first in university collaboration, spanning shared degrees, joint academic appointments and research projects.

With approximately 86,000 students (and more than 440,000 alumni) from over 160 countries, Monash is Australia's largest university. Our research and education is focused on addressing the challenges of the age for the betterment of our communities, both locally and globally. Our Strategic Plan, [Impact 2030](#), charts the path for how the University will actively contribute to addressing these challenges through its research and education, and in collaboration with government, industry and community. Further information on Monash University is available at monash.edu.

About Monash Malaysia

Monash Malaysia was established in 1998 and is the third largest campus of Monash University and the first foreign university campus in Malaysia. A self-accrediting university, the campus offers a distinctly international and culturally rich environment with approximately 9,200 students from 76 different countries. Students at Monash Malaysia are taught by highly-qualified academic staff and the University consistently receives positive reviews, maintaining its reputation as one of the most distinguished universities in Malaysia.

Monash Malaysia has established strong links with industry and government, and serves as a platform for research and education engagement with Southeast Asia and beyond. The campus is committed to making a positive impact on society and improving the human condition. Monash Malaysia is at the forefront of research and education which seeks real-world solutions to address national and international priorities.

For further information, see [Monash Malaysia](#)

Position purpose

The Chief Executive Officer and Pro Vice-Chancellor and President (Malaysia) is responsible for leading the Monash Malaysia campus, ensuring the continuing strategic development of Monash Malaysia as a leading university within the Malaysian system, and as a valued contributor to the global network of Monash University presences.

The Chief Executive Officer and Pro Vice-Chancellor and President (Malaysia) ensures that all Malaysia-specific requirements are met, including:

- registration and accreditation of the campus;
- teaching locations;
- courses;
- teaching permits; and
- various other government approvals.

Further, the position engages effectively within the Malaysian higher education community, including with the Malaysian Qualifications Agency and the Ministry of Higher Education.

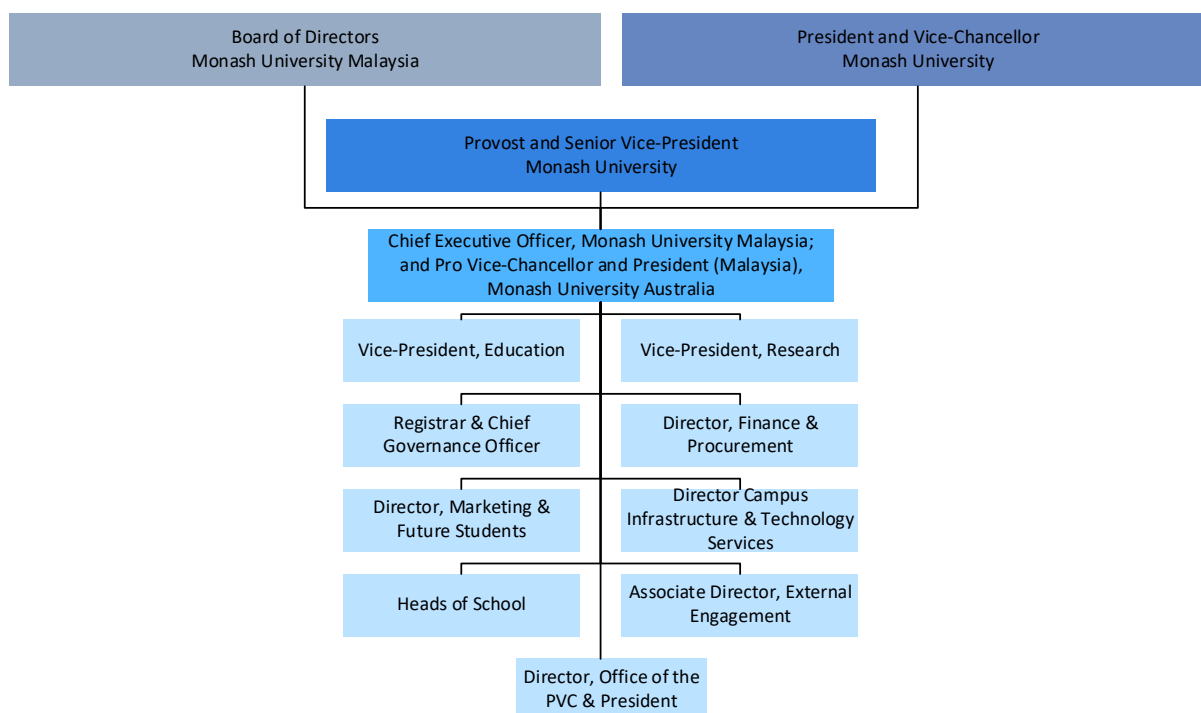
As the most senior position of the academic and professional staff that operate at the campus, the Chief Executive Officer and Pro Vice-Chancellor and President (Malaysia) is responsible for the development and administration of non-academic policies, and for the academic development of the campus.

The Chief Executive Officer and Pro Vice-Chancellor and President (Malaysia) will participate as a key member of the Malaysia Campus Futures Planning Working Group, which reports through the President and Vice-Chancellor to the Monash University Malaysia Board and Monash University Council. The working group considers and oversees physical infrastructure planning (primarily driven by student growth) at the campus post 2025, and consideration and evaluation of possible growth options including future development at the current campus site and/or relocation to potential alternative campus locations within KL.

Reporting Line: As Chief Executive Officer, Monash University Malaysia, the position reports to the Monash University Malaysia Board (currently chaired by the President and Vice-Chancellor) and also directly to the President and Vice-Chancellor. As Pro Vice-Chancellor and President (Malaysia), Monash University Australia, the position reports to the Provost and Senior Vice-President.

Financial delegations and/or budget responsibilities: Financial delegation in accordance with the delegations register and oversees a significant annual operating budget.

Organisational chart



Key result areas and responsibilities

Strategic leadership

- Provide vision and strategic leadership across Monash Malaysia, leading the development and execution of overall strategy for the campus, and taking accountability for the overall student experience.
- Work within the oversight of the Board of Directors, Monash Malaysia, leading and implementing University processes for the campus including strategic planning, risk management, education quality and innovation, and research management.
- Lead, motivate, manage and coordinate the campus academic staff in order to advance academic quality and development of the campus.
- Communicate the value of Monash University and Monash Malaysia locally and internationally, ensuring Monash University's educational and research standards are maintained and enhanced.
- Noting Monash Malaysia students are Monash University enrolled students and are conferred with Monash University degrees, ensure that through its operations in Malaysia, Monash University remains compliant with the Tertiary Education Quality Standards Agency (TEQSA) Act and the Higher Education Standards Framework (HESF) overseen by TEQSA in order for Monash University to maintain its registration as a self-accrediting university, providing reporting on these matters.

Relationship liaison and development

- Build strong relationships between staff located at all Monash campuses and foster national and international collaboration.
- Foster and cultivate strategic partnerships and alliances across the University, locally, nationally and internationally, building the profile and reputation of the University.
- Represent the University's interests by engaging and advocating widely with government, other academic bodies, relevant professions, business and the general community, cultivating extensive networks and enhancing market opportunities for business and research partnerships.

- Maintain, encourage and strengthen relationships with the University's faculties and central support services, providing effective and collegiate academic leadership.
- Foster engagement with the general community, including fund-raising and philanthropic engagement, and ensure that grants, donations and bequests are managed appropriately.

Financial management

- Develop and implement budgets that ensure the campus can simultaneously meet its goals and remain financially sustainable.
- Manage and monitor financial performance against the operating budget, and make changes continually and as required to achieve approved plans and budgets, and to improve overall financial performance.
- Exercise financial delegations in accordance with University policies.

Human resource management

- Drive an organisational climate throughout the campus in which innovation, development and inclusiveness are recognised and rewarded, encouraging staff to focus on delivering the campus' and University's mission and vision.
- Provide professional guidance, performance management and mentoring of senior staff members, identifying capability-building opportunities for staff to enhance individual and team performance.
- Undertake performance planning and feedback processes and encourage staff in leadership roles to similarly engage in best-practice performance management activities.
- Implement recruitment strategies to target globally-recognised talent, including creative and targeted approaches to address gender and diversity balance, and implement succession planning activities to build future capability.
- Ensure the campus complies with the relevant Malaysian legislation and University policies.

Equal opportunity

- Operate in accordance with the spirit of the University's equal opportunity policies, and in compliance with the laws of Malaysia.
- Ensure that these standards are practised throughout the campus.

Key selection criteria

Qualifications and experience

A distinguished international record of research and scholarship, together with evidence of extensive leadership at a senior management level in a research-intensive university or cognate institution, and an inspiring reputation of the highest academic quality.

Skills, knowledge and experience

The incumbent will demonstrate a proven capacity for academic and strategic leadership, organisational management, communication, and national and international engagement with the external community. Specific requirements include:

- Successful leadership in a senior academic role in a research-intensive university, including the proven capacity to provide transformational leadership.
- Demonstrated commitment to developing and instilling quality in research-led teaching and administration.
- Strong strategic and collegial management skills, along with the ability to operationalise strategies.
- A high level of cultural competence and skills to operate effectively as a leader in a multicultural environment.

- The ability to think creatively, innovate and implement sustainable change.
- Demonstrated capacity to contribute to the organisation's strategic development and agreed strategic direction.
- Excellent leadership, interpersonal, negotiation and strong people management skills and commitment to staff development, equity and diversity.
- The character, mindset and emotional intelligence to empathise with the breadth and depth of disciplines and faculties within the University with proven level of cultural competence and skills to operate effectively as a leader in a multicultural environment.
- Excellent financial and analytical skills, the capacity to manage a large budget, and an understanding of the importance of non-academic functions.
- An awareness of corporate regulatory responsibilities within the private higher education sector in Malaysia and the global higher education sector. The ability to interpret issues and pursue opportunities in the sector with reference to the University's core values, including competence in managing significant transnational higher education endeavours, bridging and reconciling various administrative and regulatory differences.
- An understanding of the global higher education sector, and the ability to interpret issues and pursue opportunities in the sector with reference to the University's core values.
- Well-developed communication and public relations skills, with an ability to represent the University at the highest levels of government and enhance strong external networks, relationships and partnerships with industry, Malaysian government and the wider community and region.
- Competence in managing significant transnational higher education endeavours, ensuring the need to bridge and reconcile various challenges that result including administrative and regulatory differences.

Other job-related information

The position is located at the Monash University Malaysia campus. Travel to other campuses of the University will be required. The position is subject to satisfactory probity checks, including a Police Record Check and Finance Check.

Governance

Monash University expects staff to appropriately balance risk and reward in a manner that is sustainable to its long-term future, contribute to a culture of honesty and integrity, and provide an environment that is safe, secure and inclusive. Ensure you are aware of and adhere to University policies relevant to the duties undertaken and the values of the University. This is a standard which the University sees as the benchmark for all of its global activities.