CITY UNIVERSITY OF HONG KONG
Post Specification for Head of Department of Public and International Affairs

The University

City University of Hong Kong is a dynamic university and uniquely located in the heart of Hong Kong. As a publicly funded institution, our goals are to pursue high levels of excellence, promote innovation and nurture creativity with the aim to improve people’s lives. In a city where East meets West, our vision is to become globally recognised for professional education, one that emphasises the mutual enrichment of different cultures and intellectual traditions, and for research that makes a real difference.

The University comprises nine Colleges/Schools, including Business, Creative Media, Data Science, Energy and Environment, Engineering, Law, Liberal Arts and Social Sciences, Science, and Veterinary Medicine and Life Sciences. Our curricula are designed to promote knowledge creation, original discoveries and innovative thinking by integrating teaching and research at all levels.

College of Liberal Arts and Social Sciences

The College of Liberal Arts and Social Sciences is dedicated to fostering academic and professional exchanges in humanities and social sciences, and endeavours to cultivate inter-disciplinary education and cutting-edge research to solve the challenges facing the world. Working with academic, professional, and policy-related communities, at local, national and international levels, the College nurtures and develops students’ talents, and creates applicable knowledge for social and economic advancement.

Delivering research-led learning, practical knowledge, multicultural competence, and global awareness is the hallmark of the College’s education programmes. Our academic programmes provide students opportunities to develop cultural, social and political understanding, creativity, and critical thinking encompasses a diversity of academic fields. Departments in the College offer undergraduate majors, taught postgraduate programmes and research degrees in Asian and international studies, Chinese and history, criminology and sociology, English, linguistics and translation, media and communication, public policy and politics, psychology, and social work.

Interdisciplinary education and research-led learning is advanced through CLASS Labs. CLASS Lab brings together six research centres and 12 education and research labs. CLASS Labs serve as idea incubator creating opportunities for undergraduates, taught and research postgraduate students and faculty to use advanced technologies and information and communication technologies to develop new and innovative pedagogies.

Department of Public and International Affairs

The Department of Public and International Affairs will be established on 1 August 2022 following the merger of the Department of Asian and International Studies and the Department of Public Policy. The Department is multidisciplinary and brings an energetic international and local orientation to the classroom. Faculty members collaborate with other departments and schools within and outside the University. As the only department of public and international affairs in Hong Kong, it conducts cutting-edge interdisciplinary research on Asian studies, development, international relations and comparative governance, politics, public and non-profit management, and urban policies, and has particular expertise in the study of China, Hong Kong, Japan, Korea and Southeast Asia.

The Department examines all aspects of public and international affairs in its education, research, and community engagement to prepare graduates to be the next generation of leaders who work collaboratively and effectively across sectors, countries and cultures in a globalised world. Students are provided with a vibrant academic environment that challenges them to think critically and creatively about local, regional, global and cultural-political challenges, use robust analytical skills to dissect problems and recommend societal improvements. The personal development of students is central to the Department’s mission.
Job Specification

The Position

Title: Head, Department of Public and International Affairs

Reports to: Dean, and Provost through the Dean

Key Areas of Responsibility: The Head of Department will provide leadership and strategic direction in research and professional education for the Department. The Head will encourage and promote academic excellence, and steer the Department to enhance the mission and vision of the University in alignment with the University’s Strategic Plan.

Specific Responsibilities:

1. Provide a vision for the future of the Department and lead the Department to fulfill the vision and mission of the University in accordance with the University’s Strategic Plan;
2. Lead and manage the Department within the University’s faculty structure;
3. Inspire faculty/staff to deliver ambitious academic development programmes which significantly enhance the experience of students and reinforce the University’s academic position;
4. Shape and implement a structure that promotes high standards of research, knowledge transfer and student learning at local and international levels;
5. Act as a major liaison between the University and the external community.

The Person

Qualifications and Experience:

1. A distinguished record of research, teaching and scholarship, and substantial relevant experience in tertiary education;
2. Proven record of professional excellence and management experience, and effective leadership to foster high standards of scholarship;
3. A doctoral degree and strong academic and professional qualifications.

Competencies and Personal Characteristics:

1. Strong professional stature that would command the respect of faculty members, community stakeholders, professional bodies and government advisory bodies;
2. Ability to attract, motivate and retain distinguished faculty members;
3. Outstanding management effectiveness and commitment to teamwork;
4. Strong communication and networking skills to build and nurture internal and external contacts to the benefit of the Department, College and the University.

Salary and Conditions of Service

The appointee will be offered appointment to an academic rank commensurate with qualifications and experience. The deanship appointment will be on a concurrent basis for an initial period of about three years. An attractive remuneration package, driven by market competitiveness and individual performance, will be offered. Excellent fringe benefits include gratuity, leave, medical and dental schemes, and relocation assistance (where applicable).
Application and Information

Further information on the post and the University is available at http://www.cityu.edu.hk, or from the Human Resources Office, City University of Hong Kong, Tat Chee Avenue, Kowloon Tong, Hong Kong [Email: hrpiasearch@cityu.edu.hk/Fax: 2788 1154 or 3442 0311].

To apply, please submit an online application at http://jobs.cityu.edu.hk, and include a current curriculum vitae, a statement of qualifications, and vision statement for the Dean’s role. Nominations can be sent directly to the Human Resources Office, or by email to "hrpiasearch@cityu.edu.hk”. Applications and nominations will be considered until the position is filled. The University’s privacy policy is available on the homepage.

Candidates are requested to supply a publication list, where appropriate, in the following manner:

(1) List of publications under the following headings and in chronological order - books, book chapters, journal articles, conference proceedings, reports, letters, or short communications. Please also list the order of authors as they appear and the percentage of contribution in such publications.

(2) Highlight the most recent five papers or five papers containing the candidate’s most significant work in the publication list with asterisks. Published reviews or citations of the work may also be provided in support of its significance.

Candidates selected for the final interview may be invited to visit the University.

City University of Hong Kong is an equal opportunity employer. We are committed to the principle of diversity.

May 2022