



CAREER OPPORTUNITY

Missions of Hope International (MOHI) is a Christian not for profit organization which works diligently to educate, empower, restore, and redeem disadvantaged children, families and communities to transform lives through hope of Christ. We are looking for a qualified and self-driven **Principal-MOHI Technical Training Institute**.

Principal-MOHI Technical Training Institute

The Principal will be responsible for providing strategic leadership to ensure that the institute delivers professional and quality hands on skills dissemination and creates a niche in technical training for industry. He/she will be expected to manage the institute according to laid down policies and procedures as stipulated by the board and be accountable in matters related to Finance, Human Resources, health and safety, student welfare, liaison with stakeholders and the creation of a formidable corporate culture.

Duties and responsibilities:

- i. Facilitate the development and implementation of MTTI strategic plan that ensures achievement of the institute's mission and vision.
- ii. Work closely with the Director of Missions and the Management Board to build a corporate culture of innovation, creativity, ingenuity and integrity at the Institute.
- iii. Ensure policies and procedures conform to legal statutory and regulatory requirements.
- iv. Develop competent Human Resources to ensure high standards are met for the students and stake holders by setting targets, monitoring and appraising staff appropriately.
- v. Promote staff motivation to ensure exceptional delivery of results.
- vi. Manage the Institute's funds in accordance with delegated authority and ensure financial sustainability of the Institute.
- vii. Oversee budgeting and determine budget allocations for items such as supplies, materials, staff and equipment.
- viii. Periodically review curriculum as appropriate in line with the demands of the industry.
- ix. Ensure the Institute is licenced and complies with all TVETA regulations and requirements.
- x. Increase reach, launch and deliver effective online and in class learning for the various MTTI and other professional courses examined by recognized professional bodies.
- xi. Market MTTI Programs and recruitment of sufficient student for all courses.
- xii. Spearhead the institutes infrastructural development in liaison with the special projects and infrastructure development arm of Missions of Hope International.
- xiii. Set learning goals for the instructors and students.

- xiv. Institute and chair the academic board committee of the Institute.
- xv. Chair the graduation committee of the Institute.
- xvi. Create collaboration and partnership with industry and other stakeholders.
- xvii. Represent the institute at various forums.
- xviii. Organize all institutes events.
- xix. Offer leadership and ensure smooth running of the Institute at all times.
- xx. Ensure staff and students attend and participate in staff devotions and other spiritual development programs.
- xxi. Any other duties as assigned by the supervisor.

Academic Qualifications & Experience

- A master's degree in Business Administration, Hospitality Management, Education, Community Development or equivalent from an accredited and recognized institution.
- At least 5 years' experience in managing a reputable college.
- Strategic thinker with strong leadership skills and high level of integrity.
- Registered by technical and vocational training authority.
- Demonstrating clear understanding of the teaching pedagogy and curriculum development skills.
- Possess budgeting and financial management skills.
- Strong verbal and written communication skills, and technologically savvy.

Personal Attributes

All applicants for the above position must possess:

- High level of motivation, integrity, commitment to Christian values and professionalism.
- Ability to adapt to cultural and educational diversity in the work place.
- Excellent communication, time management, organization and presentation skills.
- High degree of initiative, flexibility and tolerance, with team working skills.

How to Apply:

Detailed Job Description and requirements for this position is available on our Careers Page. Applicants are directed to fill our online application form available at MOHI Careers Page <https://mohiafrica.org/careers/> and attach their application letters and CV on the same page. Deadline for applications is COB **Tuesday 6th February 2024**, early applications encouraged. Applicants who will not strictly follow the prescribed application procedure shall not be considered.

Only short-listed candidates will be contacted. MOHI is an equal opportunity employer and does not charge any fees for staff recruitment processes. Any canvassing will lead to immediate disqualification.