

UNILEAD 2011/2012

Information on the Intensive Blended Learning University Leadership and Management Training Course (UNILEAD) in Germany

The German Academic Exchange Service (DAAD), the University of Oldenburg in Germany and the Nelson Mandela Metropolitan University in South Africa are jointly organizing an intensive Higher Education Management Training Course (UNILEAD) in Oldenburg. UNILEAD is part of the DIES programme (Dialogue on Innovative Higher Education Strategies), which has been jointly coordinated by the DAAD and HRK (German Rectors' Conference) since 2001. The costs for this training course will be mainly covered by funds provided by the German Federal Ministry for Economic Cooperation and Development (BMZ) through DAAD.

The professional training course combines online and contact phases in a Blended Learning approach: After an introduction phase of Distance Learning the initial contact phase with a duration of three weeks (Project Management and Management of Financial Resources) will be organised in September 2011 at the University of Oldenburg in Germany. The second contact phase focusing on Human Resource Management will take place in February 2012. In between, participants are asked to apply the skills acquired at the home university within individual projects while being accompanied by distance coaches.

Admission Requirements

UNILEAD provides an intensive and practice oriented learning opportunity for young university leaders in the field of Higher Education Management. The course is directed at:

- Managers of central university departments (Planning, Evaluation, Financing, Human Resources, Continuing Education, International Offices, Technology Transfer etc.)
- Task force managers for university reform projects
- Managers of staff development units or programmes.

Participants from universities of one of the following regions are eligible to apply:

- Sub-Saharan Africa (Burundi, Ethiopia, Kenya, Malawi, Rwanda, Sudan, Tanzania, Uganda and South Africa)
- South East Asia (Cambodia, Indonesia, Laos, Malaysia, Philippines, Thailand and Vietnam)
- Northern Latin America (Central America and Mexico) and Colombia
- Middle East (Egypt, Iraq, Jordan, Syria, Yemen)

Course Contents and Methodology

The course covers topics with relevance to Higher Education Management in the following three areas:

- 1st module: Project Management
- 2nd module: Management of Financial Resources
- 3rd module: Human Resource Management

The methodology will be strictly practice orientated and is based on case studies or questions derived from the particular job situation of the participants. Thus, it is expected to bring in personal experience and to share this knowledge with the group of around 20 participants from different regions of the world. High personal motivation, the willingness to get actively involved during the online and contact phases and English language skills on an advanced level are essential for the successful completion of this course.

Within contact phases at the University of Oldenburg, all three modules will be covered. Prior, and in preparation to this, an online phase of 8-10 weeks is scheduled in which the participants are asked to read the study material and to work on short papers, including the draft of a project action plan. These papers are meant to describe the individual work experience at the home university and to identify problems and obstacles referring to the topics of the course. During the first contact phase the personal action plans will be adjusted and fine-tuned; the milestones of the project action plans will be monitored by distance coaching between September and February. Finally, during the contact phase of the last module there will be the opportunity to reflect on the implementation of the individual projects and to discuss on next steps.

Schedule

The following table shows the dates of the online and contact phases:

Module	Online phase	Contact phase	Coaching
Project Management	July – Sept 2011	11.09. – 30.09. 2011	Oct – Nov 2011
Management of Financial Resources	July – Sept 2011		Oct – Nov 2011
Human Resource Management	Dec 2011 – Jan 2012	12.02. – 24.02. 2012	

As the modules of the course are interconnected, participants are expected to **take part in all three modules**. A written statement which confirms the commitment to attend all parts of the course is an entry requirement for being admitted.

Partners' profile

The University of Oldenburg is the academic coordinator of this course and works closely together with the Nelson Mandela Metropolitan University and the DAAD. The University of Oldenburg is offering an innovative MBA programme in Education Management for professionals of German speaking (Higher) Education Institutions since several years. Thus, it has a wide network of experts that act as lecturers in this MBA programme and provides in-depth experience in the field of continuing education and training of professionals at an academic level. The Nelson Mandela Metropolitan University will bring in expertise in Higher Education Management and will help reflecting the specific questions from an international perspective.

Participants' Profile

- Participants are young university leaders aged **between 30 and 40 years**.
- They hold a university management position with **managerial and personnel responsibilities** for at least **two years**.
- They hold **at least a Master's degree**.
- The provision of **international experience will be an asset**.
- Active and **excellent English language skills** (speaking and writing) are indispensable.
- Being a **DAAD alumni** will be considered an asset, but is by no means compulsory

Funding

During the visit the participants will be guests of the University of Oldenburg.

Following expenses will be covered by funds provided through the DAAD:

- Travel costs: Flight to and from Germany and ground travel to and from Oldenburg
- Course costs: 3.600 €
- Board and lodging at the two contact phases in Germany
- Partial allowance for subsistence costs during the contact phases in Germany (according to DAAD regulations)
- Emergency health insurance during the contact phases

Expected co-funding: Participants' home institutions are expected to cover local transportation in their home countries, visa costs and possible additional per diems for the stay in Germany. Furthermore, they are expected to contribute to the costs by paying a one-time fee of 300,00 € prior to course start. In exceptional cases, a waiver of partial fees can be granted upon application. This applies mainly for candidates from least developed countries.

Further details on terms and conditions will be given to the admitted applicants together with the invitation letter.

Application Documents

- **Application form** (see annex)
- **Letter of motivation** (1 to 2 pages max.) in which the need for the training is explained and the following questions are answered:
 - 1) What is the reason for you applying for the UNILEAD programme and which role do you think the UNILEAD programme will play for your professional career?
 - 2) Please outline a concrete project with relation to the topics of the course which you are currently implementing or planning to implement at your university!
 - 3) What kind of actual challenges, obstacles or problems are or will you (presumably) be faced with regarding the implementation of your project?
 - 4) In which way do you think that your participation in the UNILEAD course could help you to implement this project and to overcome existing or foreseen challenges, obstacles or problems?
- Letter of recommendation from university top management where the **managerial qualifications and leadership competencies and the future potential** of the candidate are briefly described.
- An additional **letter of recommendation** of a DAAD alumnus/-a will be an asset.

Closing date

Strict closing date of the application is **April 10th, 2011**.

Candidates should send their applications directly to the University of Oldenburg to unilead@uni-oldenburg.de via e-mail **AND** a copy to the below mentioned contact person of their country/ region:

Application addresses

South East Asia:

Indonesia:	Dr. Helmut Buchholt	buchholt@daadjkt.org
Malaysia:	Dr. Harald Olk	daadkl@tm.net.my
Vietnam, Cambodia,		
Laos:	Ms. Hannelore Bossmann	dies@daadvn.org
Philippines:	Ms. Natalie Lange	daad.manila@googlemail.com
Thailand:	Dr. Carolin Muelverstedt	carolin.muelverstedt@daad.or.th

Sub-Saharan Africa:

Kenya, Burundi, Ethiopia, Malawi,, Rwanda, Sudan, Tanzania, Uganda:

	Mr. Christoph Hansert	hansert@daadafrica.org
South Africa:	Dr. Ralf Hermann	ralf.hermann@wits.ac.za

Central America, Mexico and Colombia:

Central America:	Ms. Dorothee Winnen	daad@conare.ac.cr
Mexico:	Dr. Hanns Sylvester	info@daadmex.org
Colombia:	Dr. Sven Werkmeister	info@daad.co

Middle East:

Egypt, Jordan, Yemen:	Ms. Mona Ayoub	mona.ayoub@daadcairo.org
Syria:	Dr. Ulrike Mitter	umitter@yahoo.com
Iraq:	Mr. Alexander Haridi	haridi@daad.de

Selection Process

The Selection Committee composed of high profile higher education management experts and staff of DAAD meets at the end of May 2011. The selected candidates will be informed by end of June on the results of the selection meeting.

Contact details of Programme Management

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Please also check out the UNILEAD homepage for more information:
<http://www.unilead.uni-oldenburg.de>