



Deutscher Akademischer Austausch Dienst
German Academic Exchange Service



UNILEAD 2010/2011

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 Port Elizabeth (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 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 2010 at the University of Oldenburg in Germany. The second contact phase focusing on Human Resource Management will take place in February 2011. 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 with a track record of at least two years in the field of higher education management. The course is directed at:

- Junior advisors to university top leadership
- Coordinators or deputy coordinators of central university departments (Planning, Evaluation, Financing, Human Resources, Continuing Education, International Offices, Technology Transfer etc.)
- Task force coordinators for university reform projects
- Coordinators of staff development units or programmes.

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

- Eastern Africa (Ethiopia, Kenya, Malawi, Sudan, Tanzania, Uganda) and South Africa
- South East Asia (Indonesia, Malaysia, Philippines, Thailand and Vietnam)
- Northern Latin America (Central America, Colombia and Mexico)
- Middle East (Egypt, Iraq, Jordan, Oman, 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.

UNILEAD is divided into the three modules which include a contact phase at the University of Oldenburg with a duration of one and a half week each. Prior to this an online phase of 6-8 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 2010	12.09. – 1.10. 2010	Oct – Nov 2010
Management of Financial Resources	July – Sept 2010		Oct – Nov 2010
Human Resource Management	Dec 2010 – Jan 2011	13.02. – 25.02. 2011	

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

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 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, writing) are indispensable.
- Knowledge of the German language will be an advantage, yet will not be required.
- **DAAD alumni** are most welcome.

Funding

During the visit the participants will be the guest of the University of Oldenburg. Tuition fees, international travel costs, lodging and official joint meals will be covered via the University of Oldenburg through funds of DAAD. In detail:

- **Travel costs:** Flight to and from Germany and ground travel to and from Oldenburg
- **Course costs:** 3.600 €
- **Partial allowance** for subsistence costs during the contact phase in Germany (according to DAAD regulations)
- **Lodging:** Hotel in Oldenburg (middle class category, breakfast included)
- **Emergency health insurance:** covered by DAAD during the contact phases of the 3 modules.

Expected co-funding: The home institution of the participant is expected to cover all further expenses including additional per diems for the stay in Germany, visa and national travel costs in the participants' home countries.

Application Documents

- **Application form** (see annex)
- **Curriculum vitae** 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, 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, 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 25th, 2010**.

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

Central Asia:

Kirgistan:	Ms. Dümmler	jana.duemmler@gmail.com
Kazakhstan:	Ms. Portius	daad@mailbox.kz
Tajikistan:	Mr. Franke	daad-ic-dushanbe@gmx.net

South East Asia:

Indonesia:	Dr. Buchholt	buchholt@daadjkt.org
Malaysia:	Dr. Olk	daadkl@tm.net.my
Vietnam and others:	Ms. Bossmann	bossmann@daadvn.org
Philippines:	Ms. Voges	daad.manila@googlemail.com
Thailand:	Dr. Muelverstedt	carolin.muelverstedt@daad.or.th

East Africa:

Kenya, Ethiopia, Malawi, Tanzania, Uganda, Sudan:	Ms. von Fircks	kirai@daadafrica.org
South Africa:	Dr. Ralf Hermann	ralf.hermann@wits.ac.za

Central America & Mexico:

Central America:	Dr. Mackenbach	daad@conare.ac.cr
Mexico:	Dr. Sylvester	sylvester@daadmex.org
Colombia:	Dr. des. Werkmeister	director@icdaadcolombia.org

Middle East:

Egypt and others:	Mrs. Ayoub	mona.ayoub@daadcairo.org
Oman:	Dr. Huson	Nicola.huson@gmx.net
Syria:	Dr. Mitter	umitter@yahoo.com
Iraq:	Mr. 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 2010. The selected candidates will be informed by **beginning 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>