

## UNILEAD 2014/2015

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

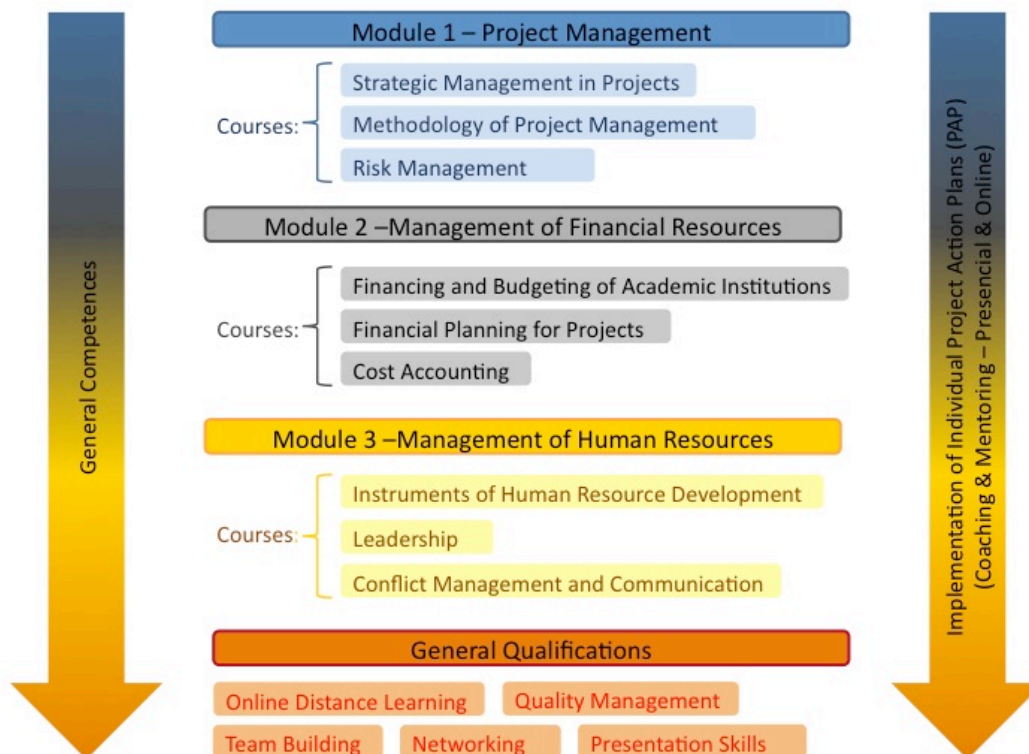
The German Academic Exchange Service (DAAD) and the Carl von Ossietzky University of Oldenburg in Germany are jointly organising the intensive Higher Education Management Training Course UNILEAD in Oldenburg, bringing together the topics Project Management, Management of Financial Resources and Management of Human Resources with individual and practice-oriented change projects of each participant.

In 2008, the University of Oldenburg developed the programme together with the Nelson Mandela Metropolitan University (South Africa) and the DAAD. 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.

#### 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: Management of Human Resources



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 25 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.

The professional training course combines online and contact phases in a Blended Learning approach: Prior to the first contact phase, 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 institution and to identify problems as well as obstacles referring to the topics of the course. The initial contact phase will be organised in September 2014 at the University of Oldenburg in Germany. During these three weeks, content will focus on Project Management and Management of Financial Resources. Furthermore, the personal action plans will be adjusted and fine-tuned. Between September 2014 and February 2015, participants are asked to apply the skills acquired at the home university within their individual projects. In this, they are being accompanied and monitored by distance coaches. Finally, during a two-week contact phase of the last module in February 2015 in Oldenburg, there will be the opportunity to reflect on the implementation of the individual projects and to discuss next steps. Content of inputs will focus on Management of Human Resources.

### Schedule

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

Module	Online phase	Contact phase	Coaching and Implementation of Project
Project Management	July – Sept 2014	07.09. – 27.09.2014	July – Nov 2014
Management of Financial Resources	July – Sept 2014		July – Nov 2014
Management of Human Resources	Dec 2014 – Jan 2015	22.02. – 07.03.2015	Nov 2014 – Feb 2015

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 DAAD. The University of Oldenburg has been offering an innovative MBA programme in Education and Science Management for professionals of (Higher) Education Institutions for several years. Thus, it has a wide network of experts who act as lecturers in this MBA programme and provides in-depth experience in the field of Continuing Education and Education Management as well as training of professionals at an academic level. National and international lecturers will bring in expertise in Higher Education Management and will help reflecting the specific questions from an international and intercultural perspective.

## Participants' Profile

The two key criteria are:

- Participants have been holding a university management position with **managerial and personnel responsibilities for at least two years** in one of the following fields:
  - 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.
- Active and **excellent English language skills** (speaking and writing) are indispensable.

Further criteria are:

- Participants are young university leaders aged **between 30 and 40 years**.
- They hold **at least a Master's degree**.
- The provision of **international experience will be an asset**.
- Being a **DAAD alumni** will be considered an asset, but is by no means compulsory.
- Participants from higher education institutions of the following regions are eligible to apply:
  - South East Asia (Cambodia, Indonesia, Laos, Malaysia, Myanmar, Philippines, Thailand and Vietnam).
  - Sub-Saharan Africa (Burundi, Cameroon, Ethiopia, Ghana, Kenya, Malawi, Nigeria, Rwanda, South Africa, South Sudan, Sudan, Tanzania and Uganda).
  - Latin America (Bolivia, Central America, Chile, Colombia, Ecuador, Mexico and Peru).
  - Middle East (Egypt, Iraq, Jordan, Yemen).

## Funding

The costs for this training course will be mainly covered by funds of the DAAD provided by the German Federal Ministry for Economic Cooperation and Development (BMZ).

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

Following expenses will be covered:

- Travel costs: Flight to and from Germany and ground travel to and from Oldenburg. We kindly ask the participants to make their own travel arrangement – they will then be reimbursed in cash upon arrival in Oldenburg.
- Course costs: 5.500 €.
- Accommodation and joint meals 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 €**.

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

## Application

Please click here to apply:

<https://c3l-learningssystem.uni-oldenburg.de/unilead-2014/applications.nsf/application?OpenForm>

## Attached should be the following documents

- **Letter of motivation with date and signature** (1 to 2 pages max.) in which the need for the training is explained. The following four questions need to be answered (pdf-file):
  - 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 programme 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 (pdf-file).
- An additional **letter of recommendation** from a DAAD Foreign Branch Office or DAAD Information Centre will be an asset (pdf-file).
- **Proof of excellent English proficiency** (e.g. TOEFL, Cambridge Certificate) will be an asset (pdf-file). Phone interviews will be organised with short listed candidates to guarantee the requested proficiency.
- **Please do not forget to mark the contact person of your country/area in the application form.**

## Closing date

Strict closing date of the application is **March, 31<sup>st</sup> 2014, 23:59 German time.**

## Selection Process

The Selection Committee composed of high profile Higher Education Management experts and staff of DAAD meets at the end of May 2014.

The selected candidates will be informed by end of June 2014 of the results of the selection meeting.

## Contact details of Programme Management

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## Contact person of each country/area

### South East Asia:

Indonesia:	Dwi Nurlianti	<a href="mailto:dwi@daadjkt.org">dwi@daadjkt.org</a>
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Philippines:	Ms. Janina Brill	<a href="mailto:daad.manila@googlemail.com">daad.manila@googlemail.com</a>
Ms. Brill is on maternity leave and has only limited access to her email account until mid March. In case of urgent questions please contact UNILEAD Programme Management directly: <a href="mailto:unilead@uni-oldenburg.de">unilead@uni-oldenburg.de</a>		
Thailand:	Mr. Johannes Görbert	<a href="mailto:johannes.goerbert@daad.or.th">johannes.goerbert@daad.or.th</a>

### Sub-Saharan Africa:

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Sudan:	Dr. Wolfram Full	<a href="mailto:daad_khartum@yahoo.com">daad_khartum@yahoo.com</a>
Dr. Full is not available until mid March. In case of urgent questions please contact DAAD office Nairobi at <a href="mailto:kirai@daadafrica.org">kirai@daadafrica.org</a>		
Uganda:	Dr. Mirjam Gille	<a href="mailto:daad.uganda@yahoo.de">daad.uganda@yahoo.de</a>

### Latin America:

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Iraq:	Ms. Nora Sinemillioglu	<a href="mailto:IC_erbil@daad-iraq.info">IC_erbil@daad-iraq.info</a>