



AME UNIVERSITY
Pursuit of Excellence

VACANCY ANNOUNCEMENT

The Board of Trustees of the African Methodist Episcopal University announces the opening of a search for President of the African Methodist Episcopal University, (AMEU), Camp Johnson Road, Monrovia, Liberia.

AME University is a faith based institution founded in 1995 that has grown steadily since then. To foster the mission of the University with an enrollment of 5,400 students in 23 academic programs across 5 colleges and a graduate school, it seeks a highly experienced, vibrant and progressive President who shall report directly to the Board of Trustees.

Desired Qualifications:

The successful candidate shall

- Be a Liberian citizen living in or outside of Liberia;
- Have an earned terminal degree (Ph.D or Ed.D) from a reputable institution of higher learning;
- Have no less than five(5) years in a senior administrative and/or academic position at a college or university either as President, Vice President, Dean or Administrator;
- Have no less than five(5) years of college or university teaching experience, at least at the level of associate professor;
- Be computer literate;
- Demonstrate knowledge and skills in financial related matters, including budgeting;
- Exhibit excellent communication, organizational, and interpersonal skills;
- Be open to innovation and the use of information technology;
- Be prepared to work under a flexible schedule;
- Demonstrate the ability to raise funds, etc.;
- Possess skills in strategic planning, leadership, and problem-solving;
- Be in the age range of 35 – 65 years; and
- Not have a record of conviction of an administrative offense or of any crime involving moral turpitude or other serious offense.

Submit the below listed documents for the President vacancy as of September 1, 2019. Deadline for the submission of credentials is September 30, 2019 at 5:00 PM

- Letter of application with three references and their emails and telephone numbers
- Current Curriculum Vitae, including personal data, education qualification, work experience, research publications, conferences attended, awards and certificates obtained, etc.
- Proposed vision and developmental goals for the University (not more than 5 pages)
- Copies of all academic credentials, including terminal degrees and official transcripts.
- Applicants who do not meet the minimum qualification and do not submit pertinent documents by the set deadline shall be disqualified by the Search Committee.

Only shortlisted Candidates will be contacted for interview. Hard copies of documents submitted electronically should be provided upon request.

Send letter of application and all documents (electronically) to:

Dr. Ophelia E. Hoff
The Chairperson
President Search Committee
African Methodist Episcopal University
Presidentsearch2020@gmail.com