



UWI
ST. AUGUSTINE
CAMPUS

Director, Institute of International Relations

FURTHER PARTICULARS

Be part of a Great West Indian Tradition

The University of the West Indies (UWI) is a well-established independent university that serves 17 countries of the Commonwealth Caribbean: Anguilla, Antigua & Barbuda, The Bahamas, Barbados, Belize, Bermuda, The British Virgin Islands, The Cayman Islands, Dominica, Grenada, Jamaica, Montserrat, St. Kitts & Nevis, St. Lucia, St. Vincent & the Grenadines, Trinidad & Tobago, and the Turks & Caicos Islands. [Read more ...](#)

Ranked Among the Best

The UWI offers over 1000 certificate, diploma, undergraduate and postgraduate degree options in Culture, Creative and Performing Arts, Food and Agriculture, Engineering, Humanities and Education, Law, Medical Sciences, Science and Technology, Social Sciences, and Sport. As the Caribbean's leading university, it possesses the largest pool of Caribbean intellect and expertise committed to confronting the critical issues of our region and the wider world.

The UWI has been consistently ranked among the best in the world by the most reputable ranking agency, Times Higher Education (THE). Since The UWI's 2018 debut in THE's rankings, it has performed well in multiple schemes—among them including World University Rankings, Golden Age University Rankings (between 50 and 80 years old), Latin America Rankings, and the Impact Rankings for its response to the world's biggest concerns, outlined in the 17 United Nations Sustainable Development Goals (SDGs), including Good Health and Well-being; Gender Equality and Climate Action.

About UWI

The first of UWI's five campuses began in 1948 at Mona, Jamaica, as a College of the University of London. The St. Augustine Campus in Trinidad & Tobago was added in 1961 and UWI achieved full university status in 1962. St. Augustine was followed by campuses at Cave Hill, Barbados (1963), the Open Campus (2008), and the Five Islands Campus in Antigua & Barbuda (2019). [Read more ...](#)

Our 8 Faculties

Teaching at the St. Augustine Campus takes place within eight faculties - Engineering, Food & Agriculture, Humanities & Education, Law, Medical Sciences, Science & Technology, Social Sciences, and Sport. Each Faculty offers a wide range of undergraduate and postgraduate programmes. [Find out more ...](#)

Get to Know Us

Visit <https://www.uwi.edu/> to find out more about The UWI. For more on the St. Augustine Campus, visit <https://sta.uwi.edu/>. Read the latest Campus news in our monthly publication, [UWI Today](#) and follow us on social media [Facebook](#), [Twitter](#), [Instagram](#), [YouTube](#), [LinkedIn](#).

About the Institute of International Relations

The Institute of International Relations at The University of the West Indies is a regional, autonomous academic institution at the St. Augustine Campus, with associate fellows at the Mona and Cave Hill Campuses, and within other organizations. Since its founding in 1966, the Institute has been dedicated to the conduct of advanced research and teaching concerning the international challenges of the contemporary world, with special emphasis upon the Caribbean and Latin American regions. The governance of the Institute is vested in the Board of the Institute, which is chaired by The UWI Vice-Chancellor. The management of the Institute rests with the Director, who is responsible to the Board for the proper discharge of its functions.

As a vital part of the infrastructure for its teaching and research, the Institute has developed a Library that constitutes one of the best information resources available, regarding the international relations of the Caribbean. In addition to its Postgraduate Diploma, MSc and MPhil/PhD programmes, the Institute of International Relations, through the Diplomatic Academy of the Caribbean, meets related regional and national human resource development needs by offering short intensive modular training programs for public and private sectors, and civil society personnel. The Institute also offers international policy research and advisory services and consultancies.

Programme Offerings

The Institute of International Relations offers programmes of study leading to:

- Postgraduate Diploma in International Relations
- Master of Science in International Relations
- Master of Science in Global Studies
- MPhil/PhD in International Relations

Tenure of Appointment

Appointment as Director will normally be for three (3) years in the first instance, with the eligibility for consideration for renewal.

Appointment to this post is subject to the [Charter of the University and to its Statutes, Ordinances, Rules and Regulations](#), including Statute 36 – Retirement of Members of Staff.

Further details may be obtained from the Campus Registrar,
The University of the West Indies, St.
Augustine, Republic of
Trinidad and Tobago.

Research

Research in the International Relations programmes focus on a range of theoretical questions in and beyond the Caribbean and its diaspora. For information on the research conducted at the Institute, visit the Institute's webpage at [Institute of International Relations \(uwi.edu\)](http://www.uwi.edu/institute-of-international-relations)

The University of the West Indies supports the research activities of permanent members of staff by providing study leave, special leave for scholarly purposes, and sabbatical leave, as well as offering funding for research trips, fieldwork, institutional visits, conference participation and organisation, and research assistants. For more information on research funding, see <http://sta.uwi.edu/research/funding.asp>

Director, Institute of International Relations

The St. Augustine Campus is seeking a suitable candidate to fill the post of Director of the Institute of International Relations (IIR). The IIR is a regional, autonomous academic institution located at the St. Augustine Campus. The Institute is dedicated to the conduct of advanced research and teaching concerning the international challenges of the contemporary world, with special emphasis upon the Caribbean and Latin American regions. The Director is expected to be a dynamic and innovative individual, able to provide academic leadership in international relations, sustain effective relations with governments and non-governmental bodies and generate revenue for the Institute.

Qualifications and Experience

The successful candidate must possess a PhD from a recognized university, which should be in International Relations or a closely related field.

Candidates should also possess:

- Teaching experience at a recognized university
- Substantial record of relevant publications in reputable, peer-reviewed journals
- Good record of revenue generation through grant/donor/other funding
- Good record of accomplishment in mentoring junior Faculty members and graduate students
- Demonstrated leadership experience in academia and/or in other relevant institutions

- Expertise in at least one (1) of the following areas or in another closely related field:
 - International History & Politics
 - International Trade & Economics
 - International Law
 - Global Governance
 - International & Regional Relations

Candidates with the following would have an advantage:

- Professional qualifications in International Relations and/or Diplomacy
- Supervision of postgraduate students
- Experience in course management
- Prior evidence of organization of seminars and workshops

The following would be considered assets:

- Certificate in university teaching and learning
- Professional qualifications in Business Management and/or Leadership
- Experience reporting to a Board of Directors
- Consultancy experience in International Relations or related field
- Grant writing experience
- Experience in the development/implementation of a strategic plan
- Demonstrated experience in mediation
- Proficiency in Project Management

Special Responsibilities

- Exercising leadership in teaching, research, general scholarship, outreach and service
- Overseeing the development and execution of the Institute's strategic plan
- Acting as the driver of innovation and change within the Institute
- General administration of the day to day operations of the Institute
- Generating revenue for the Institute

- Managing the funds of the Institute within approved estimates
 - Sustaining effective relations with governments and intergovernmental bodies, non-governmental organizations, diplomatic and consular corps and the private sector, especially at the regional level, and with foreign academic institutions and think tanks
 - Collaborating with Departments in reputable institutions internationally to build networks and expand resource base
 - Representing, either personally or by a nominee appointed by him/her, upon such Authorities, Boards or Committees of the University as may be required or allowed by the University
 - Organizing special programmes and projects in furtherance of the objectives of the Institute
 - Initiating and implementing general policies of the Institute as approved by the Board
 - As an academic, endeavouring to teach, conduct research, attend conferences, and publish
 - Overseeing the work of the Diplomatic Academy of the Caribbean
 - Submitting an Annual Report to the Board
- regional and international public and private sectors
 - Display sound leadership and team-building skills, and cultivate a positive work culture at the IIR
 - Demonstrate diplomacy in balancing and resolving the conflicting interests of stakeholders, while retaining the confidence and respect of all
 - Be able to effectively network in the private and public sectors
 - Be able to lead both academic and administrative staff
 - Be proactive, conscientious and focused
 - Be innovative and solutions oriented
 - Be able to motivate staff to achieve determined goals
 - Have good presentation skills
 - Be able to work well independently

Personal Attributes

The Campus places high priority on individuals of integrity who can work well in a team and student friendly environment. Candidates should also possess good communication and interpersonal skills. A good command of both oral and written English is essential. Candidates should also:

- Be able to work effectively with academic and senior administrative staff on major projects across the University
- Be able to build successful relationships with senior leaders in the national,

Remuneration Package

Annual Salary Range:

Professor

Minimum: TT\$ 447,456.00 per annum

Maximum: TT\$ 517,020.00 per annum

Senior Lecturer

Minimum: TT\$ \$340,164 per annum

Maximum: TT\$ \$421,704 per annum

Benefits:

- Special allowance of 6% of basic salary;
- Up to five economy class passages plus baggage allowance of US\$3,000.00 (TT\$ equivalent) on appointment and normal termination (persons recruited from outside of T&T);
- Unfurnished accommodation at 10% or furnished at 12½% of basic salary, or housing allowance of 20% of basic salary to staff making own housing arrangements;
- UWI contribution of equivalent of 10% of basic salary to Superannuation Scheme;
- Annual Study and Travel Grant (available after first year of service) - TT\$24,548.00 per annum;
- Institutional Visit Allowance (available after first year of service) – TT\$7,200.00 per annum;
- Book Grant – TT\$6,000.00 per annum;
- Contributory Health Insurance – 50%;
- Group Life Insurance Scheme

As Director:

Entertainment Allowance: TT\$14,400.00 per annum

Transportation Allowance: TT\$54,074.04 per annum

*The Registry
St. Augustine
File # 60/2/22/11
2024 April
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