



Job Profile

Title	AIMS Global Network Academic Development Manager
Reports to	The Chief Academic Officer (CAO) and the Centre President of AIMS-Cameroon
Direct reports	None - works in close collaboration with Academic Directors
Status	Full-time, fixed-term contract – 2 years [renewable subject to performance and funding]
Location	Limbe, Cameroon (with frequent short travel to other AIMS Centres)
Application deadline	19 July 2026

Overview

The Academic Development Manager will support the development, implementation, and evaluation of academic activities across the AIMS Global Network. Working under the supervision of the Chief Academic Officer and the Centre President of AIMS-Cameroon, the post-holder will also provide dedicated support to specific academic aspects of AIMS-Cameroon, including the development, diffusion, and evaluation of mathematics content, as well as the Centre's digital transformation.

Responsibilities

Academic and administrative support to the AIMS Global Network

Provide support to the Chief Academic Officer of the AIMS Global Network in:

- Coordinating the academic activities of the AIMS Global Network;



- Updating and enforcing the Academic Quality Assurance Policy of the AIMS Global Network;
- Evaluating existing and new training programmes, with the support of the AIMS Global Network Internal Academic Reviewer;
- Delivering courses within his or her domain of specialisation at the AIMS Global Network;
- Supporting the production and diffusion of mathematics eLearning content for the AIMS Global Network;
- Developing new training programmes;
- Supporting network digital-transformation initiatives.

Academic and administrative support to AIMS-Cameroon

Provide support to the Centre President and the Academic Director of AIMS-Cameroon in:

- Designing new training programmes at the Centre;
- Developing grant proposals and research projects;
- Enforcing academic quality assurance at the Centre;
- Contributing to and supporting the development, diffusion, and evaluation of mathematics content, as well as the Centre's digital transformation;
- Conducting higher-level research in mathematics and its applications, supervising Master's and PhD theses of students affiliated with AIMS-Cameroon, and delivering courses within his or her domain of specialisation;
- Initiating and organising scientific and outreach events in the mathematical sciences;
- Supporting AIMS-Cameroon's digital-transformation initiatives.

Competencies & Requirements

- A Doctorate in Mathematics and its Applications;
- 5+ years' experience managing academic professionals in an international higher-education setting (with particular expertise in African academia), and/or 5+ years' experience carrying out and managing high-level research in an international setting with particular expertise in African academia;
- An active research profile in mathematics and its applications, with broad knowledge of the field and its developmental potential, as well as international exposure and collaborations;
- A strong command of pedagogy and the use of ICT for mathematics education, including online education;
- Excellent relationship-management skills to lead, manage, and mentor a diverse team of academic professionals;



- A genuine passion for advancing the mathematical sciences in Africa;
- Fluency in English is essential; working knowledge of French is desirable;
- Willingness and ability to travel within and outside Africa;
- Working knowledge of the Microsoft Office Suite (Excel, PowerPoint, Word), internet and collaboration tools, LaTeX, Python, and computer algebra software.

Working Conditions

- Based in Limbe, with frequent short travel within Cameroon and to the host countries of other AIMS Centres;
- May require occasional evening and/or weekend work, and work outside normal hours;
- The post-holder should be prepared to take on the role of Interim Academic Director/Manager at another AIMS Centre for a short period, in the event of a vacancy at short notice.

How to Apply

Are you ready to be part of the transformation of mathematical-science education in Cameroon and across Africa? Please submit a **letter of motivation (including your salary expectations)** together with a **detailed CV** to careers@aims-cameroon.org.

Please quote “**Network Academic Development Manager**” in both the subject line and the body of your motivation letter. Applications will be accepted until **19 July 2026**.

AIMS-Cameroon is an equal opportunity employer and warmly welcomes applications from qualified women.

Should you not receive feedback from AIMS-Cameroon within six weeks of your submission, please consider that your application has not been successful on this occasion. AIMS-Cameroon reserves the right not to make an appointment at its sole discretion.