

JOB VACANCIES AT THE MALAWI SCHOOL OF GOVERNMENT

The Malawi School of Government (MSG) is a unique higher education Statutory Corporation established under the Act of Parliament No. 33 of 2022. Our core mission is to shape Malawi's present and future by developing and delivering human resource development programmes and enhancing the capacity of the public and private sectors through education and training, research, consultancy, and advisory services.

MSG invites suitably qualified, motivated, and agile candidates to fill the following vacant positions tenable at its and Kanengo Campus:

1. SENIOR LECTURER/LECTURER (2) IN INTERNATIONAL RELATIONS AND DIPLOMACY

Location: Kanengo Campus, Lilongwe

Job Summary

To provide academic and professional training, research, consultancy, and advisory services

Key Duties and Responsibilities

Teaching and Assessment

- Develop and review curriculum teaching and learning materials.
- Providing effective tuition to students at various levels and engaging in internal and external examinations and assessments.
- To participate in designing and delivering professional training programmes in the relevant area of expertise.

Research, Consultancy and Advisory Services

- Initiate and undertake research projects, consultancies, and advisory activities.
- Develop and monitor the adoption and adaptation of various new concepts and solutions that relate to the mandate of MSG concepts.
- Translate research findings into actionable policy recommendations for policy stakeholders.
- Publish research findings in peer-reviewed academic journals, policy briefs, and other relevant outlets.
- Provide advisory services to clients by offering insights and strategic recommendations.
- Mentor lecturers.

Resource mobilization

- Develop and implement resource mobilization strategies.
- Collaborate with external partners to develop joint initiatives, secure funding, and expand the School's reach and impact.

Networking

- Contribute to the planning and execution of national developmental activities.
- Contribute to the national and international community through publications, paper presentations, and report production.

Reporting

- Prepare and submit quarterly and annual reports to the Head of Department.

Qualification and Other Attributes

- PhD in International Relations, Diplomacy, Political Science, International Development or any related field from an accredited or recognized University by the National Council for Higher Education (NCHE).
- 3 years' experience at the Lecturer Level in delivering teaching, research and consultancy services.

2. SENIOR LECTURER/LECTURER (1) IN BUSINESS ADMINISTRATION

Location: Kanengo Campus, Lilongwe

Job Summary

To provide academic and professional training, research, consultancy, and advisory services.

Key Duties and Responsibilities

Teaching and Assessment

- Support the development and review of curriculum, teaching and learning materials.
- Develop and provide lectures and seminars to students and other clients using various methods, including ODeL at various levels.
- To participate in designing and delivering professional training programmes in the relevant area of expertise.
- Assess students.

- Provide guidance to students.
- Research, Consultancy and Advisory Services
- Initiate and undertake independent research, consultancy and advisory services or participate in collaborative projects.
- Translate research findings into actionable policy recommendations for policy stakeholders.
- Publish research findings in peer-reviewed academic journals, policy briefs, and other relevant outlets.
- Provide advisory services to clients by offering insights and strategic recommendations.
- Develop and monitor the adoption and adaptation of various new concepts and solutions that relate to the mandate of MSG concepts.

Resource mobilization

- Develop and implement resource mobilization strategies.
- Prepare grant proposals for research projects.

Reporting

- Prepare and submit quarterly and annual reports to the Head of Department.

Qualification and other attributes

- PhD in Business Administration, Management, Entrepreneurship, Innovation Management, or any related field from an accredited or recognised University by the National Council for Higher Education (NCHE)
- At least 3 years of teaching, research, and consultancy experience in an academic institution.

HOW TO APPLY

Interested candidates should submit application letters, detailed CVs, and names and contact details of three traceable referees to:

The Director General

Malawi School of Government

P.O. Box 30801

Lilongwe 3, Malawi

Email: recruitment@msg.ac.mw

Closing Date: Wednesday 14th August 2026. Only shortlisted candidates will be acknowledged.