

# Carnegie Mellon University

## Africa

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| <b>Job title</b>  | <i>Associate Director Knowledge Creation</i>                                 |
| <b>Reports to</b> | <i>Director of The Center for Inclusive Digital Transformation of Africa</i> |
| <b>Start Date</b> | <i>ASAP</i>                                                                  |
| <b>Location</b>   | <i>Kigali, Rwanda</i>                                                        |

### About Carnegie Mellon University

Carnegie Mellon University Africa (CMU-Africa) is Carnegie Mellon University's global location in Africa, based in Kigali, Rwanda. Established in 2011, CMU-Africa is advancing engineering, technology, research, and innovation across the continent through world-class graduate education, applied research, and strategic partnerships.

Through The Center for Inclusive Digital Transformation of Africa (The Center) and the African Engineering and Technology Network (Afretec), CMU-Africa works with leading universities, governments, industry and other strategic partner organizations to strengthen engineering education, research, innovation, and entrepreneurship across Africa.

### The Opportunity

As Associate Director of Knowledge Creation, you will lead the strategic direction, implementation, and continuous evolution of the Center's Knowledge Creation pillar across CMU-Africa and the Afretec network.

Working closely with the Center Director, CMU-Africa Director, CMU faculty, and faculty across partner institutions, you will develop and execute a research and innovation agenda that advances inclusive digital transformation through applied research, cross-institutional collaboration, researcher development, and engagement with policymakers, industry, and other strategic partners.

Success in this role will require leveraging Carnegie Mellon University's research strengths while cultivating a vibrant research ecosystem that generates high-quality scholarship, attracts external funding, informs policy and practice, and develops the next generation of African researchers.

The Associate Director will provide strategic leadership and operational oversight for the Knowledge Creation pillar, strengthening research capacity across the network and accelerating the translation of research into educational, economic, and societal impact.

You will help position CMU-Africa and the Afretec network as leading contributors to research, innovation, and evidence generation that advance Africa's digital transformation agenda.

## **Key Responsibilities**

The Associate Director will have multiple responsibilities including:

- Partner with The Center Director to develop an implementation plan to operationalize the strategic objectives for The Center's Knowledge Creation pillar, ensuring its contribution to the Center's mission of advancing inclusive digital transformation across Africa.
- Working closely with CMU and Afretec Faculty, co-create and drive a vibrant research and innovation ecosystem across the Afretec network by fostering collaboration among universities, researchers, policymakers, industry partners, and development organizations.
- Coordinate initiatives that strengthen institutional research capacity across partner universities, including research administration, grant management, research governance, and the development of sustainable research support systems.
- Advance research excellence and collaboration in areas critical to Africa's digital transformation, including artificial intelligence, cybersecurity, digital health, climate technologies, technology policy, inclusive fintech, and related fields.
- Partner with other Afretec Knowledge Creation Pillar Leads to design and oversee programs that cultivate the next generation of African researchers, including postdoctoral programs, mentorship initiatives, and other researcher development opportunities.
- Promote knowledge exchange and dissemination across the Afretec network and beyond through conferences, symposia, workshops, communities of practice, publications, and other platforms that elevate the visibility and influence of African research.
- Ensure Knowledge Creation activities are integrated with The Center's Teaching & Learning and Entrepreneurship pillars, translating research outputs into educational innovation, entrepreneurship, and broader ecosystem impact.
- Build strategic partnerships and support resource mobilization efforts with research sponsors, foundations, industry partners, governments, and international organizations to expand the scale, sustainability, and impact of the Knowledge Creation portfolio.

- Work closely with the MEL Specialist and Data & Analytics Specialist to ensure the Knowledge Creation pillar generates robust evidence of research excellence, institutional capacity development, collaboration, knowledge dissemination, funding outcomes, and broader contributions to Africa's digital transformation agenda.
- Manage pillar budgets, annual work plans, staffing resources, and operational priorities in partnership with The Center Director and CMU-Africa operational teams.
- Represent The Center and CMU-Africa as a thought leader in research, innovation, and digital transformation across Africa.

## **Qualifications**

### **EDUCATION AND EXPERIENCE**

- PhD required in Engineering, Computer Science, Information Technology, Artificial Intelligence, Cybersecurity, Data Science, Technology Policy, Public Policy, Economics, Innovation Studies, Digital Transformation, Social Sciences, or another discipline relevant to the Center's research priorities.
- Minimum of 8 years of progressively responsible experience in research leadership, academic administration, research program management, innovation ecosystem development, or a related field.
- Demonstrated experience leading complex research, innovation, or knowledge creation initiatives involving multiple institutions, stakeholders, funding partners, and geographies, preferably within Africa.
- Proven track record of developing and implementing research strategies, building institutional research capacity, and securing or managing externally funded research programs and strategic partnerships.
- Experience building and sustaining collaborative networks involving universities, research institutes, industry, governments, foundations, and development organizations.
- Demonstrated success mentoring researchers, faculty, postdoctoral fellows, and early-career academics while fostering collaborative and high-performing research environments.
- Experience managing professional staff, consultants, budgets, and operational resources within complex, multi-stakeholder environments.
- Experience working effectively across diverse institutional, cultural, and geographic contexts, preferably in Africa or other emerging markets.

## **Knowledge, Skills and Competencies**

The successful candidate will demonstrate:

- Deep understanding of research ecosystems, research capacity development, and research management in higher education environments.
- Strong knowledge of emerging technology domains and their role in advancing inclusive digital transformation.
- Understanding of research funding landscapes, grant development, and partnership cultivation.
- Familiarity with research governance, ethics, intellectual property, research administration, and knowledge dissemination practices.
- Strong strategic planning, organizational leadership, and change-management capabilities.
- Ability to build and sustain relationships with senior academic leaders, researchers, policymakers, industry partners, and funding organizations.
- Excellent communication, facilitation, negotiation, and stakeholder engagement skills.
- Demonstrated ability to lead multidisciplinary and multi-institutional initiatives.
- Strong analytical and problem-solving skills, with the ability to translate research into actionable insights and societal impact.
- Commitment to inclusion, collaboration, innovation, and excellence.
- Passion for advancing research, innovation, and digital transformation across Africa.

## **Why Join CMU-Africa?**

This is a unique opportunity to help shape the data and analytics capabilities of a world class technology and higher education institution operating on the African continent. You will work alongside distinguished faculty, researchers, program leaders, and partner institutions while helping to build the systems, insights, and analytical capabilities that support transformative education, research, innovation, and workforce development initiatives across the continent.

If you are interested in this position, you are encouraged to submit your application and resume by August 30, 2026 through this link:  
<https://www.africa.engineering.cmu.edu/about/careers.html>