



Department of Higher Education, Research, Science and Technology

CALL FOR APPLICATIONS FOR MEMBERSHIP OF THE NATIONAL HIGHER AND TECHNICAL EDUCATION BOARD (NHTEB)

The Department of Higher Education, Research, Science and Technology (DHERST) wishes to inform the public that, in accordance with the **Higher Education (General Provisions) Act 2014** (as amended) – HEGPA. Applications are now invited from suitably qualified and experienced individuals for membership of the National Higher and Technical Education Board (Board).

1. STATUTORY BASIS

The Board is established under the *Higher Education (General Provisions) Act 2014* as amended.

2. MEMBERSHIP OF THE BOARD

The Board will consist of a Chairperson and not more than six or less than four Members. Members of whom at least two shall be women.

The National Executive Council (NEC) will approve membership of the Board upon the recommendation of the Minister. Female candidates are encouraged to apply.

3. ROLE OF THE BOARD

The Board is established as the body responsible for integrated quality assurance for all higher and technical education in Papua New Guinea.

4. POWERS AND FUNCTIONS OF THE BOARD

In brief, the Board has the following powers and functions;

- Approve the National Higher and Technical Education Plan for the higher education sector in PNG.
- Approve National Standards and a PNG National Qualifications Framework.
- Register institutions and accredit programmes in the higher education sector in PNG.
- Conduct thematic reviews on matters relating to compliance to National Standards.
- Appoint members of the Governing Councils of Public Institutions (non-universities).
- Approve National Curriculum and National Training Packages for the TVET sector in PNG.

5. ELIGIBILITY FOR MEMBERSHIP OF THE BOARD

In accordance with Section 15 of HEGPA

A person appointed to the Board must meet the following requirements:

- The person must be **fit and suitable to hold office**.
- The person must have **significant and up-to-date knowledge and experience** in at least one of the following areas:
 - Management of higher education institutions or academic affairs, including research management; or
 - Design, development, and delivery of programmes that lead to higher education qualifications; or
 - Addressing the employment needs of industry, business, government, or the wider community in Papua New Guinea; or
 - Quality assurance in higher and technical education; or
 - Two or more of the following fields: **business management, leadership and administration, governance and planning, finance, or law and regulation**.

A person is not eligible for appointment if they are:

- A current public service employee; or
- A member of the governing body of a higher education institution; or
- A chief executive officer of a higher education institution; or
- A full or part owner of a private higher education institution registered under the HEGPA.

6. SELECTION CRITERIA

Applicants are assessed against the following criteria:

- Applicant meets the requirements of the HEGPA;
- Extent to which the applicant demonstrates in their application an understanding of the principles and practice of external quality assurance in higher education;
- Extent of applicant's relevant prior experience and expertise;
- Strength of endorsement of the applicant from referees;
- The extent to which the applicant contributes to a balanced range of expertise, brings unique skills and experience or contributes to meeting the requirements in respect of gender balance.

7. APPLICATION PROCESS

Applicants must submit the following:

I. Cover Letter

- The Cover Letter must **address the selection criteria**.
- It must be **addressed to**:

**The Secretary
Department of Higher Education, Research, Science and
Technology
PO Box 5117
BOROKO, 111
National Capital District
Papua New Guinea**

II. Curriculum Vitae (CV)

- A **current and detailed CV** must be provided.
- The CV must include the **names and contact details of three referees** who can be contacted by email or telephone.

III. Submission of Application

- Applications must be submitted **by email to: gad@dherst.gov.pg** and cc: emgad@dherst.gov.pg
- The subject line must read: **"National Higher and Technical Education Board."**

IV. Application Pack

- Potential applicants must **obtain an Application Pack from DHERST** by contacting:
 - Ms Elsie Vincent
 - Phone: (675) 301 7018
 - Email: elsie.vincent@dherst.gov.pg

V. Closing Date and Time

- Applications must be **received no later than 4:06 pm on 01 April 2026**.
- LATE APPLICATIONS WILL NOT BE CONSIDERED.**

Approved for release by;

MR LONNIE BAKI, BA, GCQA, MGPP
Secretary