

**UNIVERSITY OF SOUTH AFRICA**

UNISA is a publicly funded Higher Education Institution in South Africa dedicated to distance education. In keeping with its mandate as a Comprehensive, Open and Distance Learning (CODEL+) institution offering a variety of academic and career focused programmes, Unisa is inviting applications for the position of Adjunct Academic.

**PORTFOLIO: VICE PRINCIPAL TEACHING LEARNING COMMUNITY ENGAGEMENT AND STUDENT SUPPORT**

**College Of Science Engineering and Technology  
Florida Campus**

**POSITION: ADJUNCT ACADEMIC (P9)**

**(3-YEAR FIXED-TERM CONTRACT)**

**(REF AA: CSET/2026)**

Unisa is committed to accessibility and inclusivity, ensuring that all staff and students living with disabilities are provided with equitable opportunities, support, and environments that enable their full participation in academic and work life.

**Purpose of this position:**

To contribute to the university's teaching, learning, and research goals by providing high-quality instruction, assessment, and academic support to students. The incumbent brings professional or academic expertise to enhance the learning experience within a specific discipline or programme.

**Key Performance Areas:**

**Key Performance Area 1: Student Support & Engagement**

- Offer academic guidance, consultation, and mentorship to students.
- Employ diverse pedagogical approaches to promote student engagement and understanding.
- Identify and support students with diverse needs who may require additional academic assistance, informed by analytics and engagement data.
- Monitor and respond to student queries timely and effectively.

**Key Performance Area 2: Teaching & Facilitation**

- Deliver lectures, tutorials, or seminars in accordance with the prescribed curriculum and academic calendar.
- Prepare teaching material, lesson plans, and learning resources aligned to course outcomes.
- Support the teaching of modules in formal qualifications at NQF Levels 5 to 7.
- Contribute to curriculum review and development within the discipline area.
- Assist in aligning teaching materials with institutional and accreditation standards.

- Conduct online classes and tutorials using the institution's Learning Management System (LMS).
- Facilitate asynchronous and synchronous learning sessions in line with the Tuition Facilitation Procedure Manual.
- Promote interactive learning to foster engagement and deep understanding of course content.
- Ensure compliance with the College Quality Assurance Framework and Service Charter.

### **Key Performance Area 3: Assessment & Feedback**

- Mark and grade assessments (assignments, tests, projects, examinations), in accordance with academic standards and rubrics.
- Maintain accurate records of student performance, including marks and progress data.
- Provide timely and constructive feedback to students to enhance learning and performance.
- Participate in moderation and quality assurance processes as required.

### **Key Performance Area 4: Analytics & Intervention**

- Access and interpret student performance reports from the LMS (e.g., myUnisa) and analytics dashboards
- Monitor key indicators such as:
  - Engagement metrics (log-ins, participation in discussion forums, attendance in virtual classes).
  - Performance trends across assignments and exams.
  - Compare data across cohorts to identify common learning barriers or module-specific challenges.
  - Assessment submission patterns (missed or late submissions).
- Use analytics to flag students at risk due to poor engagement or low performance
- Segment students into categories (e.g., "not engaging," "borderline pass," "repeaters," "nonsubmitting")
- Develop targeted academic support plans based on identified needs (e.g., refresher tutorials, concept summaries, Q&A sessions).
- Conduct small-group consultations or follow-up online sessions focusing on difficult concepts or assignments for students at risk.
- Provide scaffolded learning materials — additional exercises, video explainers, or simplified reading guides.
- Send motivational or corrective communications (emails, LMS announcements) encouraging re-engagement and submission.

### **Key Performance Area 5: Academic Collaboration**

- Liaise with the Tuition Support and Facilitation of Learning Department or Instructional Support and Services to coordinate structured interventions.
- Refer students requiring psycho-social or academic counselling to Counselling and Career Development.
- Share feedback and insights with Course Coordinators and Chairs of Department to inform module improvements.

## Qualifications and Experience:

- A relevant postgraduate qualification (Master's or preferably Doctoral Degree) in the discipline of instruction.
- Demonstrated expertise or professional experience in the subject area.
- Registration with the relevant professional body (where applicable).
- Prior experience in teaching, tutoring, or academic support in a higher education environment is advantageous
- Familiarity with blended or online learning environments.

## Key Attributes

- Student-Centredness
- Professional Integrity
- Adaptability and Flexibility
- Self-Motivation and Initiative
- Technological Confidence
- Communication and Interpersonal Skills
- Analytical and Reflective Thinking
- Emotional Intelligence
- Commitment to Lifelong Learning
- Team Orientation

## Adjunct academic positions are available in the College of Science Engineering and Technology:

SCHOOL OF COMPUTING

Department of Computer Science

**Post-specific Requirements:** A minimum of master's degree but preferably PhD in Computer Science or Information Systems or equivalent

## Modules offered by department are listed as:

- EUP1501 Ethical Information and Communication Technologies for Development Solutions
- COS1511: Introduction to Programming 1
- COS1501: Theoretical Computer Science 1
- COS1512: Introduction to Programming 2
- COS1521: Computer Systems: Fundamental Concepts
- COS2601: Theoretical Computer Science 2
- COS2611: Programming: Data Structures
- COS2614: Programming: Contemporary Concepts
- COS2621: Computer Organisation
- COS2626: Computer Networks I
- COS2661: Formal Logic 2
- COS3701: Theoretical Computer Science 3
- COS3711: Advanced Programming
- COS3712: Computer Graphics
- COS3721: Operating Systems and Architecture
- COS3751: Techniques of Artificial Intelligence
- COS3761: Formal Logic 3
- EUC1501: End-User Computing (Theory)

- ICT1511: Introduction to Programming
- ICT1512: Introduction to Interactive Programming
- ICT1513: Introduction to Web Design
- ICT1521: Introduction to Databases
- ICT1531: Workstation Technical Skills
- ICT1532: Network Technical Skills
- ICT1541: Business Informatics I
- ICT2611: Graphical User Interface Programming
- ICT2612: Interactive Programming
- ICT2613: Internet Programming
- ICT2621: Structured Systems Analysis and Design
- ICT2622: Object-Oriented Analysis
- ICT2631: Operating Systems Practice
- ICT2632: Digital Logic
- ICT2641: Business Informatics 2A
- ICT2642: Business Informatics 2B

### Department OF Information Systems

**Post specific requirements for Information Systems:** A minimum of master's degree but preferably PhD in Information Systems

**Modules offered by department are listed as:**

- INF1505: Introduction to Business Information Systems
- INF1511: Visual Programming 1
- INF1520: Human-Computer Interaction I
- INF2603: Databases I
- INF2611: Visual Programming II
- INF3703: Databases II
- INF3705: Advanced Systems Development
- INF3707: Database Design and Implementation
- INF3708: Software Project Management
- INF3720: Human-Computer Interaction II
- IRM4720: Principal concepts of ITSM
- IRM4721: Networks IV
- IRM4722: Information Technology Ethics
- IRM4723: Database Systems IV
- IRM4724: Development Software IV
- IRM4725: ICT Project management
- IRM4726: Service Management Functions
- IRM4727: Service Operation Processes
- IRM4728: Incident & Problem Management
- IRM4729: Research Script

### SCHOOL OF ENGINEERING

#### Department of Civil Engineering

**Post specific requirements for Civil Engineering:** A minimum of master's degree but preferably PhD in Civil Engineering.

**Modules offered by department are listed as:**

- APM3715: Numerical Methods for Civil Engineers A
- CMA1501: Construction Materials
- CMT3700: Construction Materials IV
- CVE1501: Civil Engineering Materials
- EEN3700: Environmental Engineering (civil)
- FIM3701: Civil Engineering Financial Management
- GEO3701: Geology for Engineers
- RCD3700: REINFORCED CONCRETE DESIGN IV
- SAN3701: Structural Analysis IV A
- TPG3700: Transportation Engineering, Pavement & Geometric Design
- UPD3700: Urban Planning and Design
- WRM3701: Water Infrastructure and Resource Management
- WSE3701: Water and Sanitation Engineering III
- WTE1501: Water Engineering I

### DEPARTMENT OF MECHANICAL BIORESOURCES AND BIOMEDICAL ENGINEERING

**Post Specific Requirements for Mechanical Bioresource and Biomedical Engineering:** A minimum of master's degree but preferably PhD in Mechanical Engineering

**Modules offered by department are listed as:**

- ACT3701: Automatic Control
- DYN3701: Dynamics
- EDG1501: Engineering Drawing and Graphics
- EEN3701: Environmental Engineering
- EGP1501: Engineering Graphics
- EMO1601: Engineering Modelling
- EMT3701: Engineering Material Technology II
- MDP3701: Mechanical Design Project
- MEN1501: Maintenance Engineering IA
- MEN3701: Maintenance Engineering III
- MFL1601: Mechanics of Fluids I
- MTC1501: Manufacturing Engineering I
- MTC2602: Manufacturing Technology II
- THT3701: Applied Thermodynamics and Heat Transfer
- WTE1501: Water Engineering I

### ELECTRICAL AND SMART SYSTEMS ENGINEERING

Post specific requirements for Electrical and Smart Systems Engineering: A minimum of master's degree but preferably PhD in Electrical Engineering.

- DSY1501: Digital System I
- EAE3701: Alternative Energies
- ECA3701: Circuit Analysis
- ECD3701: Computer Aided Design and Simulations IA
- ECD3702: Computer Aided Design and Simulations IB
- ECM3701: Electronic Communication Technology
- EEA1501: Electrical Engineering I
- EEA2601: Electrical Engineering II

- EEM3701: Electrical Machines
- EHF3701: High Frequency Electronics
- EHV3701: High Voltage Systems
- EIP3701: Industrial Project IA
- EIP3702: Industrial Project IB
- ELA1501: Electronics I
- EPE3701: Power Engineering Systems
- ESP3701: Digital Signal Processing
- ETM3701: Electricity and Magnetism

**DEPARTMENT OF MINING, MINERALS AND GEOMATICS ENGINEERING**

**Post specific requirements for Mining, Minerals and Geomatics Engineering:** A minimum of Master's Degree but preferably PhD in Mining Engineering

**Modules offered by department are listed as:**

- ENM2601: Engineering Management I
- ENM3701: Engineering Management II
- MEX1501: Mineral Exploitation IA
- MGY1501: Mining Geology I
- MSV1501: Mine Survey and Valuation I

**Assumption of duty:** 01 July 2026

**Closing Date:** 05-June-2026

**Remuneration is commensurate with the seniority of the position.**

**Enquiries:** Mr Emanuel Mashimbye 011 471 3678 Cell 078 050 1050

To apply, you need to do the following:

Accessing the application form on the link provided is compulsory and must be completed correctly.

<https://mylifeunisaac->

[my.sharepoint.com/:f/g/person/mashie1\\_unisa\\_ac\\_za/lgCBcBHxz7yMRazllHwT7Am2AXrpb57PGz\\_v9CRIVhtX3Jg](https://my.sharepoint.com/:f/g/person/mashie1_unisa_ac_za/lgCBcBHxz7yMRazllHwT7Am2AXrpb57PGz_v9CRIVhtX3Jg)

Interested candidates should send a completed prescribed Unisa application form, a detailed cover letter indicating suitability for the position, an updated detailed comprehensive Curriculum Vitae, and certified copies of the following documents:

- All educational qualifications.
- Identity document; and
- Proof of SAQA verification of foreign qualifications, where relevant.

The contact details of three contactable references must be provided, one of which must be from your present employer. Should you not be currently employed, a contactable reference from your previous employer must be provided.

Late, incomplete, and incorrect applications will not be considered.

Recommended candidates might be subjected to a competency assessment.

The domicile of the post, being the Regional Hub from which the incumbent will operate, will be determined by the institution in line with its strategic and operational requirements.

**The University values diversity and inclusion and welcomes applicants from all backgrounds. Appointments will be made in accordance with Unisa's Employment Equity Plan and other applicable legislation.**

