



UNIVERSITY OF SOUTH AFRICA

UNISA is a publicly funded institution in South Africa dedicated to distance education. In keeping with its mandate as a comprehensive, open and distance learning (ODeL) tertiary institution offering a variety of academic and career-focused programmes, the University is inviting applications for positions in the **COLLEGE OF ECONOMIC AND MANAGEMENT SCIENCES**.

To be considered for a position applicant must meet all the generic requirements plus the specific requirements as stated per position. If found suitable for appointment, Unisa may offer an applicant a position at a level other than the level that was applied for. Furthermore, Unisa reserves the right to offer the applicant a contract appointment.

ACTIVITY:



TEACHING STATEMENT:

All applicants must attach a teaching statement (max 2 000 words) to their application

Teaching and Learning

Unisa is a comprehensive ODeL institution and the teaching and learning must be evaluated in this context. Central to teaching and learning is a student-centred approach and this must also be considered.

It is acknowledged that the assessment of teaching is a difficult task since it is often difficult to quantify. All candidates that apply for the position should submit their **teaching statement**, which should address the following aspects where applicable.

- Involvement in or approach to ODeL
- Approach to fostering a learner-centred approach and ODeL pedagogy
- Involvement in developing study material
- The extent to which the candidate has used a virtual learning platform (VLE e.g. *myUnisa*)
- Pass, success and throughput rates in the modules the candidate has taught and methods to improve these rates
- Peer and student evaluations
- Approach to learner support

Research & Innovation

- Applicants must submit a three-year research plan

ACTIVITY:



FOR MORE INFORMATION ON ACADEMIC POSITIONS (LEVELS) OPEN THE LINK OF THE POSITION YOU WISH TO APPLY FOR:

[POSITION: PROFESSOR](#)

[POSITION: ASSOCIATE PROFESSOR](#)

[POSITION: LECTURER](#)



The following positions exist in the College of Economic and Management Sciences

SCHOOL OF PUBLIC AND OPERATIONS ANAGEMENT

DEPARTMENT OF PUBLIC ADMINISTRATION AND MANAGEMENT

MUCKLENEUK (PRETORIA)

Professor/Associate Professor (x2) (Ref: CEMS/MME/PAM/P/AP//11-2021)

Post specific requirements for Professor:

- A Doctoral degree at NQF level 10 in Public Administration and Management or cognate field.
- At least 5 (five) years teaching experience / work experience with a strong focus in the fields of specialisation in Public Financial Management or Public Sector Human Resource Management.
- A research reflection and portfolio, evidence of the research (articles, research reports)
- Accredited research outputs as defined in the Appointments and Promotion Criteria document (**Link is provided for each position**)
- Successful supervision of a postgraduate dissertation or thesis to completion.
- Demonstrable leadership or participation in community engagement or engaged scholarship
- Evidence of participation in workplace committees or task teams and voluntary associations

Post specific requirements for Associate Professor:

- A Doctoral degree at NQF level 10 in Public Administration and Management or cognate field.
- At least 4 (four) years teaching / work experience with a strong focus in the fields of specialisation in Public Financial Management and Public Sector Human Resource Management.
- A research reflection and portfolio, evidence of the research (articles, research reports)
- Accredited research outputs as defined in the Appointments and Promotion Criteria document (**Link is provided for each position**)
- Successful supervision of a postgraduate dissertation or thesis to completion.
- Demonstrable leadership or participation in community engagement or engaged scholarship
- Evidence of participation in workplace committees or task teams and voluntary associations

Recommendations for Professor/Associate Professor:

- Research project leadership and sourcing of grants
- Teaching experience in an ODeL environment.
- Comprehensive industry experience, especially in the public sector/ service.
- Completed moderator and assessor training programs.
- Any evidence of student or peer evaluation from previous institution(s).
- Knowledge of other South African languages and the ability to provide tuition in the language(s).
- NRF Rated.

Lecturer (x2) (Ref: CEMS/MME/LEC/11-2021)

Post specific requirements for Lecturer:

- A Master's degree at NQF level 9 in Public Administration and Management or cognate field.
At least 1 (one) year teaching/work experience in the fields of specialisation in Local Government Finance, or Research Ethics or Research Methods in Public Administration or Programme and Project Management.
- Accredited research outputs as defined in the Appointments and Promotion Criteria document (Link is provided)
- Evidence of participation in workplace committees or task teams and voluntary associations.

Recommendations for Lecturer:

- Teaching experience in an ODeL environment.
- A broad but practical view of issues in Public Administration and Management/ public sector/service experience.
- Completed moderator and assessor training programs.
- Any evidence of student or peer evaluation from previous institution(s).
- An excellent command of written and spoken English.
- Knowledge of other South African languages and the ability to provide tuition in the language(s).

Salary	:	Remuneration is commensurate with the seniority of the position
Assumption of duty	:	As soon as possible
Enquiries	:	Ms ME Maluleka (Tel. 012 429 4820) / Ms B Mocumi (Tel. 012 429 2582)
Closing Date	:	26 November 2021

Your application form:

You can find the application form for a permanent academic post on this link <http://www.unisa.ac.za/vacancies>. The completed form must be accompanied by a COMPREHENSIVE CURRICULUM VITAE and;

- identity document (*including passport, work permit, permanent residence permit or proof of naturalization if applicable*) (certified copies within the previous six months);
 - all educational qualifications (certified copies within the previous six months);
 - academic transcripts/records (certified copies within the previous six months);
 - proof of SAQA verification for foreign qualifications (*if applicable*) (certified copies within the previous six months)
 - **for ACADEMIC POSITIONS** a teaching statement (refer to page 1 of advertisement).
- UNISA reserves the right to authenticate all qualifications without any further consent from the applicant.
 - The contact details of three contactable references must be provided, one of which must be from your present employer excluding your current line manager if you are an internal Unisa applicant
 - Unisa is not obliged to fill an advertised position
 - *Appointments will be made in accordance with Unisa's Employment Equity Plan and other applicable legislation*



- **We welcome applications from persons with disabilities**

ACTIVITY



- Applications must be emailed to CEMS2PA@unisa.ac.za



- **Applications sent to the incorrect email address will not be considered.**
- **Late, incomplete and incorrect applications will not be considered.**

Correspondence will be limited to short-listed candidates only. If you have not been contacted within two months after closing date of this advertisement, please accept that your application was not successful.