

INDEPENDENT CONTRACTORS (EXTERNAL MARKERS)
DEPARTMENT OF ENVIRONMENTAL SCIENCES
SCHOOL OF ECOLOGICAL AND HUMAN SUSTAINABILITY
COLLEGE OF AGRICULTURE AND ENVIRONMENTAL SCIENCES
UNIVERSITY OF SOUTH AFRICA
6x MARKERS (NATURE CONSERVATION)
REF/CAES/NATCON/RM-CN 022024

Assessment is an integral part of curriculum development as outlined in the Curriculum Policy. During curriculum development, an assessment strategy is developed that is aligned to the CODEL Policy and strategy of UNISA. Assessment can have different focuses, namely to:

- a) improve the quality of students' learning experiences by focusing on significant knowledge, skills, experiences, attitudes, ethics and values, and providing motivation to work through the material through tasks and feedback, known as assessment for learning.
- b) focus on the ability to transfer knowledge to new contexts and to apply knowledge in specific contexts in line with the NQF level descriptors and other taxonomies of learning.
- c) focus on programmatic and graduate attributes and critical cross-field outcomes in assessment of learning.
- d) make academic and practical judgements related to diagnostics, placements competence, progression and/or qualification completion; and as a feedback mechanism to improve curricula, known as assessment of learning; and to
- e) create opportunities for students to engage with the content, with their context, with the lecturer and with fellow students (**Unisa Assessment Policy, 2011**).

The Department of Environmental Sciences (School of Ecology and Human Sustainability) is inviting suitable applicants for providing assessment services to be appointed as independent contractors (markers) on a yearly basis. The purpose of these positions is to appoint competent and suitable candidates, with real-world working experience to complete and execute assessment task professionally and ethically align to the Assessment Policy and Guidelines.

Requirements:

- Applicable and relevant equivalent to **NQF level 9** (MEd/MPhil/MTech/Med/MSc OR **NQF level 10** (e.g. Ph.D/DEd/DPhil/DTech) Specialization in Environmental Sciences/Nature Conservation/ Horticulture and / or
- Applicable and relevant real-world working experience within the sector and the field of specialisation for a period of more than five years and /or
- At least 5-years teaching experience (primary or secondary) or relevant experience within the open distance learning and distance education fields (TVET College / Residential or Open Distance Learning University)

Duties:

- Complete and execute assessment tasks professionally and timeously
- Comply and adhere to all Unisa tuition, assessment, examination and plagiarism policies and guidelines
- Act in the ethical and professional manner dealing with all assessment tasks
- Execute duties as stipulated in contract and task agreement
- Marking of assessment tasks fairly and consistently
- Meet deadlines of allocated assessment task

- Attend markers meetings and submit marking reports timeously
- Maintain confidentiality of all assessment tasks
- Apply judgement and or experience gained within the sector when assessing vocationally grounded submissions

Knowledge, skills and abilities:

- Extensive knowledge of the discipline and its nuances
- Basic knowledge of open and distance education and practices
- Basic knowledge of assessment and assessment practices
- Basic knowledge of marking and procedures
- Basic knowledge of constructive feedback on assessment tasks
- Basic knowledge of fraud, academic dishonesty and plagiarism
- Knowledge of teamwork/leadership skills
- Good interpersonal and communication skills (listening, speaking, reading and writing)
- Must be honest and ethical when required to mark assessment tasks
- Must have good problem-solving and decision-making skills
- Must be service orientated (Actively looking for ways to help and support the academics and or students)
- Must have good time management skills
- Ability to resolve conflict and maintain confidentiality of all assessment tasks
- Ability to work under pressure with a strict adherence to deadlines
- Must be fair and show consideration for the diverse and complex nature of Open Distance learners and their individual contexts

Recommendations:

- Rich background of experience in the required field of expertise
- Have a healthy network of contacts within the sector to call upon
- Computer and Internet skills
- Have own desktop computer or laptop and internet connectivity (no computers or data bundles will be provided)
- Advanced communication skills and proficiency in English
- Digital literacy skills – competent in ICT and online learning environments
- Experience in online marking tools or software or Learning Management Systems, such as Moodle, which will be an advantage
- Commitment to marking and meeting deadlines for all assessments
- Firm and fair, yet friendly, patient, and sensitive to a diversity of students and their unique learning contexts

To apply please fill the application form by clicking this link <https://forms.office.com/r/T5jZEK8tY1> and submit the following documents via e-mail.

1. An application letter indicating willingness to mark assignments and/or exam scripts for any of the modules listed below (Indicate preferred Module codes).
2. Comprehensive **UPDATED** and signed curriculum vitae (most recent) with references
3. Only a certified copy of the **HIGHEST** qualification as per requirement
4. Certified copy of ID/Passport and valid visa

Please write the advert reference number on the subject line of the e-mail.

Note: The required documents should be submitted as a single file (one PDF) to the email provided below.

Email applications to the attention of caesmarkers@unisa.ac.za

Assumption of duty:

The candidates will have to undergo a **formal interview** (either face-to-face or via a Microsoft Teams call) and attended a series of online Moodle training sessions. The completion of the prescribed training on various aspects of Marking on the Moodle platform is mandatory.

Closing date:

The closing date for applications is the **27 February 2024**

Independent Contractor (MARKER) positions are available in the modules listed in the Department of Environmental Sciences

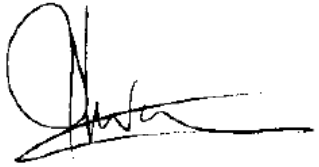
Diploma Nature Conservation				
EMP3701		Ecological management plan	This module forms part of the Diploma in Nature Conservation. On completion of this module students will be able to compile a basic Ecological Management Plan (EMP) for a natural area. Simulated case studies will be provided to the students. It also serves as a cap stone module for the qualification.	Department of Environmental Sciences; School of Human and Ecological Sustainability; College of Agriculture and Environmental Sciences
CEC1501		Conservation Ecology I	In this module, students will be introduced to fundamental biological, physical and biogeochemical concepts and ecological principles required to understand and analyse different ecosystems' composition, structure, function and interrelationships. Students should furthermore be able to use techniques for measuring and adjusting the productivity of ecosystems to enhance their sustainability. Therefore, this module equips students with fundamental knowledge and skills, preparing them for further studies in nature conservation and horticulture. This module will be presented online; no study material will be posted.	Department of Environmental Sciences; School of Human and Ecological Sustainability; College of Agriculture and Environmental Sciences
NCA2603, NCA2604, NCA2605, NCA2606, NCA3601, NCA3602		Nature Conservation Application A1, A2, A3, B1, B2, B3	This set of six modules represents the work-integrated learning modules within the Nature Conservation Diploma. Students will be required to gain thirty individual skills and or experiences across seven broad conservation grounded themes and complete each of these in full. During their involvement in these modules, students will be required to practically apply their theoretical understanding in the work place. Basic, stand-alone tasks, in the form of assignments, will be provided to students to complete in the field. On completion of these six modules, the students will have provided evidence that they have gained exposure to and are competent in applying the various skills required by the conservation sector. The modules embrace the diversity within the sector and as such also embraces the uniqueness of each experience and or skill gained by each student, irrespective of their socio-economic contexts.	Department of Environmental Sciences; School of Human and Ecological Sustainability; College of Agriculture and Environmental Sciences



Name (Chair of Department: Prof K Semanya)



Name (School Director: Prof LL Sibali)



Name (Executive Dean: Prof M. Ntwasa)