

UNIVERSITY OF SOUTH AFRICA

COLLEGE OF HUMAN SCIENCES

INDEPENDENT CONTRACTORS: FACE-TO-FACE TUTOR POSITIONS 2025

Purpose: The purpose of the position is to facilitate learning at a UNISA Regional Centre; through face-to-face and/or videoconferencing tutorials; on Saturdays and/or weekday evenings in the subjects identified. Various tutor vacancies are available at the following UNISA Regional Centres:

East London, Port Elizabeth, Mthatha, Parow, George, Durban, Newcastle, Pietermaritzburg, Richards Bay, Mbizana, Johannesburg, Florida, Pretoria, Ekurhuleni, Vaal, Polokwane, Giyani, Makhado, Lephale, Bloemfontein, Kroonstad, Mahikeng, Rustenburg, Kimberley, Qwaqwa, Kuruman, Upington Potchefstroom, Middelburg, Nelspruit.

General requirements:

- Attendance of training events on various aspects of tutoring is compulsory in the regional offices.
- Minimum of Masters degree but preferably a PhD in the subject that you are applying for.
- Advanced communication skills and proficiency in English.
- Commitment to meeting deadlines and a passion for student-centred learning.
- Friendly, patient, and sensitive to a diversity of students.

Recommendation

- Own transport is recommended.
- Teaching/tutoring experience will be an advantage.
- Ability to work with diverse students.

As an Independent Contractor, you will:

- Not be regarded as an employee of Unisa.
- Not be entitled to any benefits such as medical aid, office space, equipment, or leave (including sick leave), in terms of the UNISA conditions of service.
- Be required to work for 15 hours per module per semester and 30 hours for year modules.

Face-to-face positions are available in the College of Human Sciences:

SCHOOL OF ARTS

DEPARTMENT OF ENGLISH STUDIES

Post-specific Requirements: Master's Degree or preferably PhD with a major in English

- ENG1501 Foundations in English Literary Studies
- ENG1502 Foundations in Applied English Language Studies
- ENN1504 Practicing Workplace English
- ENG2602 Genres in Literature and Language: Theory, Style and Poetic

SCHOOL OF SOCIAL SCIENCES

DEPARTMENT OF POLITICAL SCIENCES

Post Specific Requirements: An undergraduate qualification (Bachelor's degree) in either Political Science or in African Politics, International Politics or Politics, depending on the module(s) you apply for. In addition, a Master's or Doctoral degree in either Political Sciences or in African Politics, International Politics or Politics. Subject-specific knowledge of the module(s) for which you apply.

- PLC2602 Politics and Public Policy

DEPARTMENT OF DEVELOPMENT STUDIES

Post Specific Requirements: A minimum Masters degree or preferably PhD in Development Studies, Project Management or Community Development.

- DVA1501 Introduction to Development Studies
- DVA1502 Development Problems and Institutions

To apply, you need to do the following:

- 1) Complete the form by clicking on this link: <https://forms.office.com/r/5zh3Tkdiik>
- 2) Scan certified copies of the following documents and forward to the email address mentioned below:
 - certified copy (within the previous six months) of your highest educational qualification
 - certified copy (within the previous six months) of your academic transcript
 - certified copy (within the previous six months) of your identity document/passport
 - certified copy (within the previous six months) of your valid permit (foreign applicants)
 - certified copy (within the previous six months) of SAQA verification of foreign qualifications (if applicable) **and**;
- 3) Comprehensive curriculum vitae.

Remuneration: R 431.60 per hour

Closing Date: 25 July 2024

General Enquiries:

Mr. D Mulaudzi: Tel (012) 429 2741 (School of Arts)

Mr. M Sultan Beg: Tel (011) 670 9782 (School of Social Science and Humanities)

Supporting documents should be emailed to chstutorials@unisa.ac.za

UNISA reserves the right to authenticate all qualifications without any further consent from the applicant. **Late, incomplete and incorrect applications will not be considered.**

Appointments will be made in accordance with Unisa's Employment Equity Plan and other applicable legislation.

UNISA reserves the right not to make an appointment and correspondence will be limited to short-listed candidates only. If you have not been contacted within 4 months after the closing date of this advertisement, please accept that your application was not successful.

Only applicants with the relevant qualification or higher qualification will be considered. Preference will be given to candidates with exceptional academic performance or specific expertise in the module applied for.

If you are already appointed for the E-Tutor or Marker position, please do not apply again.

We welcome applications from persons with disabilities

