

LECTURER	
<b>ACADEMIC QUALIFICATIONS (APPOINTMENTS AND PROMOTIONS)</b>	
Applicable qualification equivalent to NQF level 9 for a vocational or discipline area (e.g. MPhil, Master's degree either through coursework or research) or as specified in the advertisement	
<i>APPOINTMENTS (Non-academic)</i>	<i>PROMOTIONS AND APPOINTMENTS (Academic)</i>
<b>TEACHING AND LEARNING</b>	
<ul style="list-style-type: none"> <li>• Must be able to respond adequately to the teaching and learning aspects</li> <li>• Must have at least 1 year relevant experience</li> </ul>	<ul style="list-style-type: none"> <li>• Must be able to respond adequately to the teaching and learning aspects</li> <li>• Must have at least 1 year experience</li> <li>• Experience with teaching in an ODL environment will be an advantage</li> </ul>
<b>RESEARCH AND INNOVATION</b>	
<ul style="list-style-type: none"> <li>• An acceptable presentation on their 5 year personal research plan that demonstrates their potential to engage in research</li> <li>• Qualification plus registration for qualification at next level</li> </ul>	<ul style="list-style-type: none"> <li>• An acceptable presentation on their 5 year research plan</li> <li>• Qualification plus registration for qualification at next level</li> <li>• Produced the number of research output units as provided for in the Research and Innovation Policy or an improved rating as a researcher by the NRF since the last promotion</li> </ul>
<b>COMMUNITY ENGAGEMENT</b>	
<ul style="list-style-type: none"> <li>• Willingness to participate in community engagement and outreach</li> </ul>	<ul style="list-style-type: none"> <li>• Involvement in a community engagement project will be a recommendation (evidence from project leader of involvement)</li> </ul>
<b>ACADEMIC CITIZENSHIP</b>	
<ul style="list-style-type: none"> <li>• Willingness to participate in departmental, school, college and University committees including task teams and voluntary associations</li> </ul>	<ul style="list-style-type: none"> <li>• Willingness to participate in departmental, school, college and University committees including task teams and voluntary associations</li> <li>• Professional registration where required</li> </ul>
<b>KNOWLEDGE, SKILLS AND CAPABILITIES (All Applicants)</b>	
<ul style="list-style-type: none"> <li>• Computer literate in software programmes that are relevant for teaching and research</li> <li>• Excellent speaking, writing and reading skills in English</li> <li>• Excellent social skills</li> <li>• Excellent presentation skills</li> <li>• Good achievement motivation</li> </ul>	
<b>DUTIES</b>	
<ul style="list-style-type: none"> <li>• Develops and revises curricula in which he/she is involved that will support the Programme Qualification Mix (PQM) of the College and will contribute towards student graduateness</li> <li>• Designs, teaches, and revises modules up to and including NQF Level 8, by applying UNISA's Open-Distance-Learning Model</li> <li>• Compiles tutorial material by incorporating current trends in the discipline into tutorial material</li> <li>• Quality assures tutorial material by adhering to quality standards regarding the design, content and publishing requirements for UNISA's tutorial material</li> <li>• Teaches undergraduate and postgraduate modules/courses</li> <li>• Sets assignments and examination papers (formative, as well as summative assessment)</li> <li>• Assesses students' assignments and examination papers</li> <li>• Conducts discussion classes, group visits and lectures</li> <li>• Provides student support by responding to their queries - telephonic, email, letters, faxes and consultations, as well as by utilising myUNISA, and providing detailed comments on their assignments</li> <li>• Ensures that accurate records of assignment marks, examination papers, work completed, etc. are kept</li> <li>• Ensures compliance with the College's Service Charter</li> <li>• Conducts research that could be discipline, field, and/or subject specific in order to produce at least two accredited research outputs in a period of three years, thereby enhancing the University's standing as a research institute of international repute</li> <li>• Participates and assists with the arrangement and organisation of conferences, research colloquiums, workshops, and seminars in order to enhance research and discipline knowledge</li> <li>• Determines own developmental path to become a National Research Foundation (NRF) rated scientist</li> <li>• Participates actively in College and School research colloquiums and seminars by doing presentations based on own research and discipline knowledge</li> <li>• Participates in curriculum related community engagement and/or research-related community engagement</li> <li>• Promotes ODL research</li> <li>• Participates actively in departmental and school activities</li> <li>• Is involved with professional, national and international bodies/boards that are related to his/her discipline expertise</li> </ul>	
<b>RECOMMENDATIONS (All Applicants)</b>	
As specified in the advertisement	