



UNIVERSITY OF SOUTH AFRICA

PORTFOLIO: VICE PRINCIPAL TEACHING LEARNING COMMUNITY ENGAGEMENT AND STUDENT SUPPORT

**COLLEGE OF HUMAN SCIENCES
ALL DEPARTMENTS
MUCKLENUECK CAMPUS**

POSITION: ADJUNCT ACADEMIC(P9)

(3-YEAR FIXED-TERM CONTRACT)

(REF: 10/AA/CHS/2025)

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: College of Human Science P9**.

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 Human Sciences:

SCHOOL OF ARTS

DEPARTMENT OF AFRIKAANS & THEORY OF LITERATURE

1. Post specific requirements for Afrikaans Linguistics: A minimum of a Master's degree in Afrikaans Linguistics or General Linguistics or any other related discipline

2. Post specific requirements for Afrikaans Literature: A minimum of a Master's degree in Afrikaans Literature or any other related discipline.

3. Post specific requirements for Theory of Literature modules: A minimum of a Master's degree in Theory of Literature or General Literary Studies or any other related discipline.

DEPARTMENT OF AFRICAN LANGUAGES

Post specific requirements for African Languages: A minimum of Master's degree in linguistics / literature in isiNdebele, Sesotho sa Leboa, Siswati, Setswana, Sesotho, Tshivenda, Xitsonga, isiXhosa, isiZulu

DEPARTMENT OF ART & MUSIC

Post specific requirements for Art and Music: A minimum of Master's degree in Art History/Visual Art/Music/Multimedia

DEPARTMENT OF INFORMATION SCIENCE

Post Specific Requirements: A minimum Master's degree in Information Science, Knowledge Management or Archives and Records Management.

DEPARTMENT OF COMMUNICATION SCIENCE

Post Specific Requirements: A minimum Master's degree in Communication Science/ Journalism/ Media Studies/ Organisational Communication/ Public Relations

DEPARTMENT OF LINGUISTICS & MODERN LANGUAGES

Post Specific Requirements:

1. A minimum Master's degree or equivalent in Modern Languages with specialisation in Portuguese / Mandarin / French.
2. A minimum Master's degree or equivalent in Linguistics / Applied Linguistics / Translation Studies

DEPARTMENT OF ENGLISH STUDIES

Post Specific Requirements: A minimum of Master's degree with a major in English/ English Language/English Literature/ English Studies/ English Education

SCHOOL OF SOCIAL SCIENCES

DEPARTMENT OF DEVELOPMENT STUDIES

Post Specific Requirements: Master's degree or PhD in Development Studies or related disciplines such as Sociology, Political Studies, Economics, Anthropology, Public Administration and related fields.

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 preferably PhD degree in either Political Sciences or in African Politics, International Politics or Politics. Subject-specific knowledge of the module(s) for which you apply.

DEPARTMENT OF PSYCHOLOGY

Post Specific Requirements: Master's Degree in Psychology/ Clinical Psychology/ Research Psychology / Counselling Psychology

DEPARTMENT OF SOCIAL WORK

Post Specific Requirements: Master's of Social Work degree or preferably PhD in Social Work.

Registration with the South African Council for Social Service Professions (SACSSP) as a Social Worker. Active professional body registration for current year 01 April 2026 – 31 March 2027 (A copy of the annual receipt from SACSSP)

DEPARTMENT OF SOCIOLOGY

Post Specific Requirements: Masters or PhD in Sociology or related disciplines such as Development Studies.

SCHOOL OF HUMANITIES

DEPARTMENT OF ANTHROPOLOGY AND ARCHAEOLOGY

Post Specific Requirements: A minimum of Master's degree with a major in Anthropology or Archaeology.

DEPARTMENT OF BIBLICAL AND ANCIENT STUDIES

Post Specific Requirements:

1. A minimum of a Masters in New Testament
2. A minimum of a Master's degree in Old Testament
3. A minimum of a Master's degree in Classics.

DEPARTMENT OF CHRISTIAN SPIRITUALITY, CHURCH HISTORY AND MISSIOLOGY

Post Specific Requirements: A minimum of Master's degree with a major in Christian Spirituality/Church History/Missiology/ related cognate theology disciplines

DEPARTMENT OF HISTORY

Post Specific Requirements: Master's Degree or PhD in African History/ Economic History/ Historical and Heritage Studies.

DEPARTMENT OF RELIGIOUS STUDIES AND ARABIC

Post Specific Requirements:

1. A minimum Masters degree in Religious Studies
2. A minimum Masters degree in Arabic
3. A minimum Masters degree in Islamic Studies

DEPARTMENT OF PHILOSOPHY

Post Specific Requirements: Master's Degree or preferably PhD in Philosophy

DEPARTMENT OF PRACTICAL AND SYSTEMATIC THEOLOGY

Post Specific Requirements: Master's Degree or preferably PhD in Practical Theology/Systematic Theology/Theological Ethics

Assumption of duty: 01 January 2026

Closing Date: 07 November 2025

Remuneration is commensurate with the seniority of the position

College of Human Sciences Module List Link: [CHS Modules with NQF level 5 6 and 7.xlsx](#)

Enquiries: **Mr David Mulaudzi** application can be forwarded by email to: mulaud@unisa.ac.za

Mr. Mohamed Sultan application can be forwarded by email to: sultamj@unisa.ac.za

To apply, you need to do the following:

Access the application form on the link provided below. It is compulsory to fill in all your information on the electronic form and submit the supporting documentation via the link.

<https://forms.office.com/r/91BtmWvEEem>

Please take note of the supporting documentation to be submitted:

- A detailed cover letter indicating suitability for the position.
- An updated detailed comprehensive Curriculum Vitae.
- Certified copies(within 3 months of issue) of the following documents:
 - All educational qualifications.
 - Identity document; and
 - Proof of SAQA verification of foreign qualifications, where relevant.
 - Proof of registration with professional body, where applicable.

UNISA is not obliged to fill an advertised position.

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 College 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.

