INDEPENDENT CONTRACTORS (MARKERS)
DEPARTMENT OF POLITICAL SCIENCES
SCHOOL OF SOCIAL SCIENCES
COLLEGE OF HUMAN SCIENCES
UNIVERSITY OF SOUTH AFRICA
Ref: CHS/POLISCIE/MKR/08-2024BM

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 ODeL Policy and strategy of UNISA. Assessment can have different focuses, namely to:

- improve the quality of students' learning experiences by focusing on significant knowledge, skills, attitudes 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 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 Educational Foundations is inviting suitable applicants for providing assessment services to be appointed as independent contractors (markers) on a yearly basis. The purpose of this positions is to appoint competent and suitable candidates 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 OR NQF level 10 in International Politics, Political Sciences, African Politics, or related field.**
- At least 3 (three) years teaching experience (primary or secondary) or relevant experience in International Politics, Politics, and African politics in the education field (TVET College /University).

Duties:
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- Complete and execute assessment tasks professionally.
- Comply and adhere to all Unisa tuition, assessment and 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 meeting and submit marking reports timeously.

- Maintain confidentiality of all assessment tasks.

Knowledge, skills and abilities

- Basic knowledge of the discipline applying for
- Basic knowledge of assessment and assessment practices
- Basic knowledge of marking and procedures
- Basic knowledge of constructive feedback on assessment tasks
- Basic knowledge of academic dishonesty and plagiarism
- Knowledge of teamwork/leadership skills
- Good interpersonal and communication skills (listening, speaking, reading and writing)
- Must be honest / ethical and show empathy 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 lecturer 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 adherence to deadlines

Recommendations:
- 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 LMS (Moodle will be an advantage)
- Commitment to marking and meeting deadlines for all assessments
- Friendly, patient, and sensitive to a diversity of students

To apply click the following link https://forms.office.com/r/ea5279NL1U and submit the following documents on the email:

To apply, you need to submit the following:

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

- Identity document/passport
- **Highest** qualification as per requirement
- SAQA verification of foreign qualifications (if applicable)
- valid permit (foreign applicants).
  - 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
  - Unisa is not obliged to fill an advertised position

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

Applicants are expected to forward the supporting documents to the attention of **chsmarkers@unisa.ac.za**

 We welcome applications from persons with disabilities.

Assumption of duty: The candidates will have to undergo an interview (either face-to-face or Microsoft Teams) and online Moodle training sessions. Completion of the prescribed training on various aspects of Marking on the Moodle platform is compulsory.

Closing date: **30 October 2024**

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

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

MODULE CODE	MODULE NAME	Purpose of module	Name of Department/School etc.	Number of positions to be advertised per module
		Name of Qualification:		
PLC1501	Politics as Social Activity	The purpose of this module is to enable students to demonstrate an understanding of the nature and scope of politics and the study of politics, as well as to be able to describe the nature and characteristics thereof.	Political Sciences	1
PLC1502	Understanding the State	To enable students to demonstrate an understanding of the state and state institutions and to describe the nature and characteristics thereof.	Political Sciences	1
PLC2602	Politics and Public Policy	This module aims to enhance students' knowledge and understanding of the public policy process, the challenges facing policy makers and how theory influences policy formulation, decision-making and analysis in a democratic dispensation.	Political Sciences	1

PLC2601	Understanding Political Behaviour and Participation	The purpose of this module is to enable students to analyse and describe the nature and characteristics of political dynamics, political actors (e.g. political parties and interest groups) and processes (e.g. political communication and public opinion), and to apply the fundamental theories in this regard.	Political Sciences	1
PSC2601	South African Politics	The purpose of this module is to enable students to demonstrate an understanding of South African politics, the theories, and ideas; to analyse and describe the background and the characteristics of the most important aspects thereof.	Political Sciences	1
IPC1502	South Africa in International Politics	To enable students to demonstrate an understanding of and to describe: the fundamental concepts of foreign policy and (foreign) policy analysis; the position of South Africa as participant in international politics and the formulation of South Africa's foreign policy.	Political Sciences	1
IPC1501	Fundamentals of International Politics	To enable students to demonstrate an understanding of and to describe the fundamental participants and issues in international politics; power and international politics; how international politics is conducted; and the theories pertaining thereto.	Political Sciences	1
IPC2602	International Political Dynamics	To enable students to understand, analyse and describe the macro international political dynamics; intermediate international political dynamics and micro international political dynamics.	Political Sciences	1
IPC2601	International Organisations	To enable students to understand, analyse and describe the nature, functions, and workings of regional and global organisations.	Political Sciences	1

IPC3701	International Political Theory	To enable students to understand, analyse, describe, and apply the philosophical tradition and modern theories to international politics.	Political Sciences	1
IPC3703	Diplomacy	To enable students to understand, analyse, describe, and apply the history and theories pertaining to diplomacy; the nature and functions of diplomacy and the institutions and structures of diplomacy.	Political Sciences	1
IPC3702	International Political Economy	To enable students to understand, analyse, describe, and explain the nature, scope and structure of international political economy; and the position of South Africa in the international political economy.	Political Sciences	1