



SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY

OFFICE OF THE DVC: ACADEMIC AND RESEARCH

CENTRE FOR UNIVERSITY TEACHING AND LEARNING (CUTL)

Sefako Makgatho Health Sciences University (SMU) is a professional institution that offers professional health sciences training and education in a range of fields through excellence in teaching, learning, innovative research and community engagement. SMU is situated in Ga-Rankuwa (North of Pretoria) and the following position(s) is/are currently available.

Teaching Development Consultant (1 post)

Ref:77/2022/BGM /P8

The University is looking for a vibrant and energetic incumbent who will be responsible for academic staff development in respect of teaching and learning, curriculum transformation, review and renewal, academic program evaluation, impact measurement as well as scholarship of teaching, learning and research. The incumbent will report to the Manager: Teaching Development, and must meet the requirements, competencies and be responsible for the key performance areas below:

REQUIREMENTS

- Master's degree in Health Professions/Sciences Education/ Education or equivalent
- At least two (2) years previous experience as an academic development practitioner in the higher education sector
- Experience of teaching within the higher education sector
- Expert knowledge of teaching and learning, curriculum development, assessment and reflective practice within the higher education sector with a focus on conceptualizing, designing and delivering professional learning opportunities to academic staff
- Experience with e-learning and learning management systems

COMPETENCIES

- Technical/ professional knowledge and skills
- Good communication and presentation skills
- Coaching and mentoring skills
- Decision making and problem solving skills
- Building strategic alliances and partnerships
- Good interpersonal skills
- Professional and ethical standards
- Quality assurance management
- Client/student service orientation

KEY PERFORMANCE AREAS

- *Schools Development*
 - Develop, implement & evaluate induction programme for new academic staff
 - Develop, implement, review & renew short courses/Advance certificate course in HSE/HPE
 - Pilot, benchmark & accredit PG Diploma in HSE/HPE
 - Initiate, develop, implement and evaluate certificated module in Health Professions Education for M.Med Registrar / MSc and other similar post graduate programmes
 - Develop, implement and evaluate undergraduate selective in HPE
- *Curriculum transformation, review and renewal*
 - Guide & contribute to on-going curriculum development, review, renewal and transformation (in collaboration with QA & Institutional planning offices) and in line with the approved PQM
 - Contribute to accreditation reviews, preparation and follow-up (in collaboration with Dean of School and HODs)
 - Lead & drive curriculum mapping and alignment through the acquired LOOP platform (in collaboration with Module chairs/coordinators)
- *Evaluation & impact measurement*
 - Coordinate & initiate peer & student evaluation of teaching and learning
 - Initiate & Coordinate Portfolio reviews for promotion and reward of Academic staff (e.g. teacher excellence award) purposes (in collaboration with HR & Line managers)
 - Evaluate impact of all Teacher Education projects
 - Initiate, implement and evaluate teacher excellence awards
 - Investigate and report recommendations related to staff academic promotions
 - Network & liaise with national and international bodies in HPE/HSE
 - Contribute to educational research & scholarship activities
 - Coach, counsel & mentor academic staff & contribute to capacity building related to HPE/HSE within academic departments
- *Monitoring, evaluation and reporting*
 - Relevant strategic and operational reports as and when required
 - Research and implement best practices
 - Communicate and consult with relevant stakeholders
- Contribute to the overall development of SMU, and actively improve institutional culture
- Perform any other duties assigned by the Line Manager

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Closing date: 25 November 2022

Applications through Employment Agencies will not be considered.

Typed applications (**quoting the reference number**) which should contain comprehensive curriculum vitae, certified copies of all qualifications and contact details of three referees, should be forwarded, for the attention of **Ms BG Mbanjwa**, to the Human Resources Department, P.O Box 68, Medunsa, 0204 **or** by e-mail at hr.recruitment5@smu.ac.za

The applications may also be hand delivered at (place in an application box):

Sefako Makgatho Health Sciences University, Human Resources Department, Clinical Pathology Building, 5th Floor, Molotlegi Street, Garankuwa.

It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Failure to submit the requested documents/information will result in your application not being considered.

Telephonic enquiries regarding conditions of service: (012) 521-3071.

Sunday Times, 6 Nov 2022

The Sefako Makgatho Health Sciences University is an Equal Opportunity and Affirmative Action Employer.

Correspondence will be limited to short-listed candidates only. Applicants who have not been contacted within 30 days of the closing date must consider their applications as unsuccessful.

The university reserves the right to make or not to make an appointment

Final