



SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY

SCHOOL OF MEDICINE

DEPARTMENT OF INTERNAL MEDICINE

NELSON MANDELA FIDEL CASTRO PROGRAMME (NMFC)

Sefako Makgatho Health Sciences University (SMU) 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 is currently available.

**Lecturer/Senior Lecturer (1 post)
(5-year fixed term contract)**

Ref: 16/2022/MJM/P8/P7

The University is looking for an energetic individual with the requisite academic stature who will be responsible for Teaching & Learning, Assessment, Curriculum Review and Development, Educational Research, Service and Community Engagement responsibilities in the academic department, School of Medicine and its extended clinical teaching platforms. The incumbent reports to the Head of Department: Department of Internal Medicine and will furthermore meet the requirements and competencies as indicated and be responsible for the key performance areas listed below.

REQUIREMENTS

LECTURER

- MBCHB
- FCFP(SA) or MMed (Internal Medicine) or FCFP(SA) or MMed (Family Medicine)
- Teaching experience at a tertiary institution, or 5 years' professional experience in the relevant field or experience in student supervision in an academic health institution
- Current registration with Health Professionals Council of South Africa in Internal Medicine/ Family Medicine - Independent Practice
- Registration with the HPCSA for independent practice
- Publications in peer reviewed and/or non- peer reviewed journals will be a strong recommendation
- Evidence of participation in community project or community related activities which enhance the scholarly reputation of SMU
- Computer literate (Word-processing, Power Point, Excel, Internet & e-mail)
- Experience with teaching online, using electronic software/e-learning packages
- Proven ability to navigate online platforms such as Zoom and Microsoft Teams with requisite proficiency

SENIOR LECTURER

- MBChB
- FCFP(SA) or MMed (Internal Medicine) or FCFP(SA) or MMed (Family Medicine)
- Teaching experience at a tertiary institution, or 5 years' professional experience in the relevant field or experience in student supervision in an academic health institution
- Module leader or established teaching experience
- Current registration with Health Professionals Council of South Africa in Internal Medicine/ Family Medicine - Independent Practice
- Registration with the HPCSA for independent practice
- Evidence of research output which include three (3) publications in accredited scientific journals
- Established scholarship or specialist role in community engagement
- Substantial participation in leadership and administration at departmental or School or programme level
- Successful supervision or co-supervision of PG students at Masters level
- Computer literate (Word-processing, Power Point, Excel, Internet & e-mail)
- Experience with teaching online, using electronic software/e-learning packages
- Proven ability to navigate online platforms such as Zoom and Microsoft Teams with requisite proficiency

COMPETENCIES

- Technical/professional knowledge and skills
- Good interpersonal, presentation and communication skills (written and spoken)
- Good report writing skills
- Personal impact, stature, and credibility with unquestionable integrity
- Problem solving and analytical skills
- Client service orientation
- Ability to work in various teams
- Ability to keep information confidential
- Planning and organisational skills
- Ability to work under pressure and meet deadlines
- Committed and dedicated work ethos

KEY PERFORMANCE AREAS

- Facilitate teaching, learning and assessment events with undergraduate students
- Coordinating, reviewing and quality assuring the implementation of undergraduate teaching, learning and assessment of MBChB students in Internal Medicine programmes
- Demonstrate team work and collaborating with various disciplines and professions within the University in order to achieve integration of case and task based learning activities
- Leading and participating in a wide spectrum of community based service learning activities at the extended teaching platforms emphasizing primary health care and community health
- Research and utilize new and emerging approaches and technology in teaching and learning including identification of learning media and application of appropriate assessment methods
- Monitor student progress and timeously identifying students at risk thus developing appropriate intervention strategies including counselling or making referrals
- Develop, review and implement policies and procedures applicable to the teaching and learning, community engagement, research and academic administration functions
- Monitor and supervise tests and examinations thus accordingly recording students' results
- Providing direction for socially accountable undergraduate MBChB curriculum development, review and transformation
- Providing efficient and reliable administrative support to undergraduate students and employees

in various academic departments

- Providing support to students in their development as productive health care professionals through the mentorship programme
- Contribute to community engagement activities, clinical service and work-integrated training
- Contribute to quality assurance through appropriate committee meetings and development of quality assurance improvement strategies including feedback from relevant stakeholders
- Contribute to the expansion of academic related decision-making and development of tailored action plans
- Co-ordinates safety inspections, interventions and proactively monitor and enforce compliance to SHE policies, processes and procedures
- Contribute to the overall development of SMU, and actively promote institutional culture
- Any other duties assigned by the HOD and/or Dean

Closing date: 17 March 2023

Applications from Employment Agencies will not be considered.

Typed applications (**quoting the reference number**) which should contain a comprehensive curriculum vitae, certified copies of all qualifications and contact details of three referees, should be forwarded, for the attention of **Mr MJ Mopai**, to the Human Resources Department, P.O.Box 68, Medunsa, 0204 or e-mail applications in MS Word format, to hr.recruitment6@smu.ac.za

The applications may also be posted or hand delivered to (placed in an application box):

HUMAN RESOURCES DEPARTMENT, 5TH FLOOR, CLINICAL PATHOLOGY BUILDING, SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY, MOLOTLEGI STREET, GARANKUWA, OR HUMAN RESOURCES DEPARTMENT, P. O. BOX 68, MEDUNSA, 0204

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) 521-3624

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 not to make an appointment.