



SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY

SCHOOL OF MEDICINE

PRACTICE OF MEDICINE PROGRAMME (POME)

(CLINICAL TRAINING GRANT)

Sefako Makgatho Health Sciences University (SMU) is on a renewal path with exciting and unique opportunities to shape the training of medical and other health professionals, and scientists in general. We are on a vigorous campaign to attract top talent to join our exciting journey, as reflected in the opportunity below:

Junior Lecturer/Lecturer/Senior Lecturer (Coordinator Service Learning) (1 post)

(5 year Fixed Term Contract)

Ref: 45/2024/MJM/P9/P8/P7

The University is looking for an energetic and knowledgeable individual who will be responsible for Teaching & Learning, Assessments, Research and Community Engagement for POME and IPECP within School of Medicine at Sefako Makgatho Health Sciences University. In addition, the responsibilities will include but not limited to; provision of both strategic and administrative support to the programmes involved and the medical school in pursuit of its objectives, curriculum development, student academic development, quality assurance, provision of clinical training/work integrated learning and academic management. The incumbent will take responsibility for building alliances and partnerships with all the relevant stakeholders, especially community leaders and DOH clinics staff, NGOs and CBOs at the extended teaching platforms as well as to assist in expansion of platforms and initiating and completing procurement processes necessary to develop these platforms into training sites. The incumbent reports to the Clinical Integrated Programme: Educator Manager and will furthermore meet the requirements and competencies as indicated and be responsible for the key performance areas listed below.

REQUIREMENTS

Junior Lecturer

- Professional Honours Degree in relevant Health Professions e.g. MBChB, B Cur
- Evidence of registration for a Master's Degree or engagement in research such as Masters mini dissertation
- At least two (2) years of teaching experience with undergraduate medical students
- Current registration with the relevant Professional Board/Council
- Evidence of participation in teaching or tutorial sessions at undergraduate level
- Evidence of having attended teacher training e.g. workshops or educator induction
- Proven ability to navigate online platforms such as Blackboard Collaborate, Zoom and Microsoft Teams with requisite proficiency

- Computer literacy, with a sound knowledge of MS Word, MS Excel, Internet and competency of ITS

Lecturer

- Professional Bachelor's Degree in relevant Health Professions e.g. MBCHB, B Cur
- Master's Degree in Health Professions Education, or Public Health/Community Health, or Family Medicine or related Health Science fields
- 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 the relevant Professional Board/Council
- Publications in peer reviewed and/or non-peer reviewed journals will be a strong recommendation
- Experience with teaching online, using electronic software/e-learning packages
- Evidence of successful curriculum development and academic management
- Evidence of active participation in professional and community activities and outreach
- Proven ability to navigate online platforms such as Blackboard Collaborate, Zoom and Microsoft Teams with requisite proficiency
- Computer literate (Word-processing, Power Point, Excel, Internet & e-mail)

Senior Lecturer

- Professional Bachelor's Degree in relevant Health Professions e.g. MBCHB, B Cur
- Master's Degree in Health Professions Education, or Public Health/Community Health, or Family Medicine or related Health Science fields
- At least three (3) years of lecturing experience in Institutions of Higher Learning
- Current registration with the relevant Professional Board/Council
- A proven track record in research, with at least three (3) publications in accredited journals
- Demonstration of innovation in the discipline will be an added advantage
- Evidence of participation in community project or community related activities
- Proven ability to navigate online platforms such as Blackboard Collaborate, Zoom and Microsoft Teams with requisite proficiency
- Computer literacy, with a sound knowledge of MS Word, MS Excel, Internet and competency of ITS

COMPETENCIES

- Technical/professional knowledge and skills
- Good interpersonal, presentation and communication skills (written and spoken) with solid 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
- Ability to work well under pressure
- Attention to detail
- Demonstrating flexibility and adaptability

KEY PERFORMANCE AREAS

- **Coordination and Supervision:**

- Develop an effective teaching and learning culture and environment in which academic endeavours can successfully be integrated into authentic “real life” clinical and community settings as well as in skills laboratories
- Coordinate all POME service-learning activities in the longitudinal service-learning blocks, as well as clinical/practical blocks that send students for learning and outreach into the communities, including drawing up rotational time-tables, and overseeing transport and venue arrangements, purchasing and safeguarding of teaching assets and equipment
- Recruit, appoint and supervise all POME part-time nursing staff responsible for facilitating teaching, learning and assessments of students in the community and in skills centres, including overseeing quality and performance of teaching, learning and assessments by the facilitators and by implementing quality assurance improvement strategies including feedback from relevant stakeholders (communities and students)
- Develop and maintain extended face-to-face teaching platforms by amongst others, fostering good relationships with stakeholders in the community, department of health, NGOs and CBOs, and by initiating the relevant procurement motivations and documentation to develop teaching platforms
- Coordinate safety inspections, interventions and proactively monitor and enforce compliance to safety policies, processes and procedures

- **Teaching, Learning and Assessment:**

- Develop, review and renew of relevant course contents in order to align focus of courses to Primary Health Care (core and common conditions, and skills acquisition) while making use of best practice teaching strategies
- Utilize new and emerging approaches and technology in teaching and learning, relevant media, the integration of e-learning platforms and application of appropriate teaching and assessment methods, including inter-professional education and collaborative practices
- Monitor students’ progress and timeously identify students at risk thus developing appropriate intervention strategies including academic counselling or making referrals
- Review curriculum for quality and improvement of the integrated curricula and contribute to report writing relevant for accreditation

- **Academic Administration and Reporting:**

- Develop and contribute to reports for relevant Committees and the Dean’s office
- Participate in Academic Planning and Curriculum Development Committees, School Board, Open days, Accreditation visits, Orientation of first year students, and oath taking ceremonies etc
- Contribute to the overall development of SMU, and actively promote institutional culture
- Any other duties assigned by the HOD and/or Dean

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Closing date: 31 May 2024

Applications from the 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 **Mr MJ Mopai**, to the Human Resources Department, P.O Box 68, Medunsa, 0204 or by e-mail at hr.recruitment6@smu.ac.za

THE APPLICATIONS MAY ALSO BE POSTED OR HAND DELIVERED TO (PLACING IN AN APPLICATION BOX):

HUMAN RESOURCES DEPARTMENT, 5TH FLOOR, CLINICAL PATHOLOGY BUILDING, SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY, MOLOTLEGI STREET, GAKRANKUWA, 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.