



## SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY

### OFFICE OF THE DEPUTY VICE-CHANCELLOR: ACADEMIC AND RESEARCH

#### CENTRE FOR UNIVERSITY TEACHING AND LEARNING (CUTL)

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 opportunities below.

#### **Teaching Development Consultant (1 post)**

Ref: 34/2024/BGM/P8

The University is looking for an energetic and knowledgeable individual who will be responsible for the academic staff development activities within the institution with respect to teaching and learning, curriculum practices including monitoring and evaluation of curriculum implementation, academic and program evaluation as well as the scholarship of teaching and learning. The incumbents will report to the Manager: Teaching Development Unit and must meet the requirements and competencies, and be responsible for the following 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 skill
- Communication and presentation skills
- Coaching and mentoring
- Continuous learning
- Decision making and problem solving
- Building strategic alliances and partnerships
- Interpersonal skills
- Professional and ethical standards

- Quality assurance management
- Client/student service orientation

## **KEY PERFORMANCE AREAS**

- Develop, implement & evaluate teaching and learning development initiatives for academic staff
- Conceptualise and coordinate peer and student evaluation of teaching and learning
- Initiate and coordinate teaching portfolio development and peer review
- Contribute to curriculum development, delivery as well as monitoring and evaluation in schools
- Provide reflective and reflexive practitioner engagements with academic staff and contribute to capacity building related to educational development within academic departments
- Act as a School liaison for all teaching and learning matters including accreditation preparation, reviews and report
- Active involvement towards scholarship of teaching and learning and higher education research
- Teaching and learning and educational leadership and management
- Compile and contribute to relevant strategic and operational reports as and when required
- Communicate and consult with teaching and learning relevant stakeholders institutionally and nationally
- Contribute to the overall development of SMU and actively improve institutional culture
- Perform any other duties assigned by Line Manager

**Closing date: 31 May 2024**

**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](mailto: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, 5<sup>TH</sup> 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.*

**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.***