



SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY
SCHOOL OF HEALTH CARE SCIENCES
DEPARTMENT OF NURSING SCIENCE

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:

Lecturer: Health Science Management//Nursing Administration (1 post)

Ref: 39/2024/RM/P8

The University is looking for an energetic and vibrant individual who will be responsible for Teaching, Learning, Research and Community Engagement in the Department of Nursing Science at the Sefako Makgatho Health Sciences University. He/she will report to the Head of Department (HOD) and must meet the requirements and competencies and be responsible for the key performance areas below.

REQUIREMENTS

- Master Degree in Nursing Science
- Must be registered with the South African Nursing Council (SANC) as a Professional Nurse, and Nurse Educator/ Nurse Administrator
- Teaching experience in a nursing education environment in higher education institution and/or nursing education college OR 5 years' professional experience in the relevant field or experience in student supervision in an academic health institution
- Additional qualification with a minimum degree in Health Science Management/Nursing Administration
- A PhD in Nursing Science will be a strong recommendation
- Publication/s in an accredited journal will be a strong recommendation
- 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 skill
- Good writing and presentation skills

- Good communication and interpersonal skills
- Ability to maintain strict confidentiality
- Client service orientation
- Meticulous attention to detail
- Ability to work under pressure
- Coaching and mentoring
- Problem solving
- Professional and ethical standards
- Managing work standards
- Personal impact, stature, and credibility

KEY PERFORMANCE AREAS

- Teaching and Learning, Research and Community Engagement (Theoretical and Clinical for both under and postgraduate students)
- Actively participate and contribute to community engagement initiatives
- Participate and contribute in curriculum development
- Supervise students and conduct own research
- Management of allocate nursing science modules and related activities
- Actively participate and contribute in student support and development
- Generate original and current student lists from the university enrolment platform as well as other required documents
- Capture student results on the ITS System and ensure proper record keeping
- Submission of student records to South African Nursing Council (SANC) and address related enquiries
- Participate in all quality improvements activities as per the university and departmental rules, South African Nursing Council regulations and Council of Higher Education Standards
- Undertake associated administrative duties with regard to attendance registers, student registration and results, supervision of tests and examinations
- Ensure compliance with SHE policies and procedures
- Contribute to the overall development of SMU and actively improve institutional culture
- Any other duties assigned by the HOD

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 TR Moletsane**, to the Human Resources Department, P.O Box 68, Medunsa, 0204 or by e-mail at hr.recruitment4@smu.ac.za

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

Human Resources Department, 5th Floor, Clinical Pathology building, Sefako Makgatho Health Sciences University, Molotlegi street, Ga-Rankuwa, 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) 521-4774.

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.

Final