



## **SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY CENTRE FOR UNIVERSITY**

### **CENTER 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.

#### **INSTRUCTIONAL DESIGNER (1 Post)**

Ref: 21/2021/BGM/P8

The incumbent will be responsible for the development of e-learning resource materials and implementation of new learning technologies, within an appropriate pedagogical framework and in consultation with relevant other stakeholders. The incumbent will report to the Manager: Teaching Development Unit and must meet the requirements and competencies and be responsible for the key performance areas below:

#### **REQUIREMENTS**

- Relevant Master's degree in Education (E-Learning and/or Innovative teaching technologies/Multimedia design) or equivalent
- At least two (2) years' experience as an Instructional Designer in the higher education sector (in Health Sciences/Professions disciplines/ Education / Science Education will be an advantage)
- Expert knowledge of teaching and learning, digital learning theory and best practices in E-learning

#### **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
- Adaptability
- Managing work
- Quality assurance management
- Client/student service orientation

## KEY PERFORMANCE AREAS

- Plan, design, develop and test new learning technologies
- Development of e-learning resources and supporting materials
- Work with subject matter experts to identify educational needs
- Set instructional outcomes and create content that matches them
- Analyze and apply trends and best practice in learning technology and innovation
- Database management
- Use of data analytics to inform course development and design
- Assist with the orientation of new staff and students on e-learning systems and databases
- Project management, monitoring, evaluation and reporting
- Contribute to the overall development of SMU
- Actively improve institutional culture

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**Closing Date: 11 June 2021**

**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.

**The applications must be hand delivered to (place in an application box):**

**Human Resources Department, 5<sup>th</sup> 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) 521-2028*

**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.*